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OFFICE OF THE MAYOR
SAN FRANCISCO

WILLIE LEWIS BROWN, JR.

NOTICE OF MEETING

AMERICANS WITH DISABILITIES ACT TRANSITION PLAN

PUBLIC HEARING

MONDAY, JUNE 16, 1997
10 A.M. to 12 Noon

Room 410, War Memorial Building
401 Van Ness Avenue

DOCUMENTS DEPT.

JUN 12 1997

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The Transition Plan hearing will be held in Room 410, War Memorial Building, 401 Van Ness Ave., San Francisco, CA. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: Muni Metro Lines J-Church, K-Ingleside, L-Taraval, M-Oceanview, and N-Judah at Van Ness and Civic Center Stations; 42-Downtown Loop; 9-San Bruno; and 71-Haight Noriega. For information about MUNI accessible services call 923-6142.

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If you require the use of an American sign language interpreter, a sound enhancement system, or a reader during the meeting, such person or system can be made available upon request; please contact Linda Holleman at (415) 546-8963, at least 72 hours prior to the meeting. Late requests will be honored if possible.

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Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

5 455 SFPL ECONO TRS

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AGENDA

AMERICANS WITH DISABILITIES ACT
TRANSITION PLAN

MONDAY, JUNE 16, 1997, from 10 A.M. to 12 Noon
Room 410, War Memorial Building, 401 Van Ness Avenue

I. Call to Order, Introductions and Welcome to the Public
Bevan Dufty, Director, Mayor's Office of Neighborhood Service
Paul Imperiale, Mayor's Citywide Disability Coordinator

II. Status of the Transition Plan and Plan Modifications
Paul Imperiale, Mayor's Citywide Disability Coordinator

III. Funding of Transition Plan
Neil Taniguchi, Capital Improvement Director, City Administrator's Office

IV. Timeline for Implementation of Transition Plan
Paul Imperiale, Mayor's Citywide Disability Coordinator
Neil Taniguchi, Capital Improvement Director, City Administrator's Office

V. Public Comment

Adult Probation

The plan states "the Chief Probation Officer and/or her designees are responsible for the implementation of the plan." Who, specifically, is this person?

The second item listed says "place proper signage in receptionist room and cashier room". What barrier is this overcoming?

The third item concerns a sign that the door will remain open during business hours. How does this relate to accessibility and what is the barrier this corrects?

Final item concerns a list of telephone numbers in Braille. What is the barrier this is alleviating? The completion date for this item list spring 1994, yet the plan was completed in february 1995. What is the new completion date.

Does this department have a T.D.D.?

Are all the doors where the public might go 32 inches wide?

Do all the doors have lever handles?

All items needing Braille list spring 1994 as the completion date and that cost estimates are being obtained or the work is in the process. What is the final completion date on these items?

Asian Art Museum

This review is based upon the revised January 26, 1995 plan

There is not a person identified as responsible for implementation of the plan.

Page 2, Phase I states all new display cases will be lowered and redesigned. What about the old display cases? Will they be modified to become more accessible?

Page 2, Phase II states that this portion of the plan requires funding. This funding is being made through DPW work order. Do these work orders cover all of the work needing to be done? If not, where is other funding coming from?

The bottom of page two identify the door as needing adjustments, and until that time, museum personnel or security is available for assistance. How do people needing assistance contact these people, since presumably they will already be inside the Asian?

The signage upgrade listed at the bottom of page two needs to be in large print as well.

Page three, Phase III also identifies that funding is being asked for, and will continue to be asked for, until it is funded. Is there any alternative funding sources being sought? What happens if it is not funded.

On page 4, there are no cost estimates given for any of the projects. This is a good listing of the scope of the work to be done.

Page three identifies the Trustee Auditorium being reconstructed to accommodate the general public. Does this include accessible seating, and if so, how many accessible seats per total number of general seating?

Board of Supervisors

Who is the person responsible for implementation of the plan?

Are the individual Supervisors' offices accessible?

Do the individual supervisors have TDD's?

Are there emergency strobe lights in the supervisors' rooms?

When was the transition plan completed?

The plan gives some detail as to what needs to be done, but does not give a cost estimate or a time frame in which the projects will be done by.

There is no name given as to who is in charge of ensuring the plan is carried out.

Item 8, ticketing and membership counters, states the action is to continue providing alternative facilitation, but does not say what alternative facilitation is provided.

Item 9 indicates insulation on the p-trap needs to be done. Are all hot water pipes and all other p-traps or drain pipes insulated?

Item 14 states the cafe is a priority 4 status. What is this priority, and what do the other priorities mean. There is no priority 3 listed.

Item 23, elevator, states that upgrading the elevator car size is an undue financial hardship, but no financial figures or cost estimate is given. Why is this a financial hardship?

Item 29, library aisle width, states alternative facilitation is provided but does not say what the alternative facilitation is.

Are there public meeting rooms in this building, and do they have assistive listening systems available or hardwired in?

Do the auditoriums have assistive listening systems hardwired or available?

Item 18 lists accessible seating. How many seats are currently available, and does four meet the requirement for how many should be accessible?

City Attorney Facilities

Who is the person responsible for implementation of the plan?

Under the City Hall Plan section, the final sentence says "This plan identifies some of the access improvements...". Emphasis added. Shouldn't all of the improvements made to remove barriers be listed?

The day care center section states that minor modifications to the program may be required and that these modifications will be made if a person with a disability avails themselves of the services. This is a catch 22 situation. The program needs modifications to be accessible, but will not be made until a person with a disability seeks the service. Can a person with a disability avail themselves of the services without the modifications?

What are the above needed changes, and how can they be modified for access? Just saying there are changes to be made does not identify the needed changes.

Part three, the airport, states that the drinking fountains and telephones near the offices were almost fully accessible and that recent modifications were made to improve access. What does "almost fully accessible" mean? What were the modifications made, and are the drinking Fountains and telephones now accessible?

Do the telephones have TDD's?

Do the various offices have TDD's?

Civic Auditorium and Brooks Hall

Who is responsible for implementation of the plan?

Is the stage accessible, or will access be added during the remodel?

Good detail to the plan. This could be a model for other departments to use.

Civil Service Commission

At the section titled 44 Gough, top of the second page, the plan states that the "offices housing the different divisions is usually off limits to the general public...". This area should be either off limits or not. Usually off limits says that the public can come into that area, so it should be accessible and identified in the plan.

Remaining Barriers, City Hall, item 2 says the timing of the door swing is being studied and adjusted if possible. Does this include door weight or the force required to open the door.

Towards the end of the plan, 44 Gough is listed again. Item 3 states that the soap dispenser needs to be lowered to approximately 32 inches high. This should actually be 40 inches high.

Same section as above, item 9, references the public phone on the third floor. Is this the only public phone in the building that needs to be lowered.

Same section, item 10, says to lower the drinking fountain on the second floor. Is this the only public drinking fountain that needs to be lowered?

Does this commission control any meeting rooms and are they accessible

Commission on the Aging

Who is the person responsible for the implementation of the plan?

Overall, the plan describes features of the building, such as drinking fountains, but does not say whether they are accessible or not.

Under the path of travel section, item 3 says the signs are easily identifiable. Are they accessible and up to code?

Does the office have a TDD available?

Do the meeting rooms have assistive listening systems?

The office reception area uses the future tense verbs will be and will have but gives no date for completion of these items.

Department of Social Services

Who is responsible for implementation of the plan?

Are all the restrooms, telephones, drinking fountains accessible at 1440 Harrison?

Does the Child Welfare division have a TDD?

There is a drain grate at the bottom of the ramp into 170 Otis that does not comply. The spaces between the bars on the grate are too wide and run in the wrong direction. This is not identified in the plan.

150 Otis gives a very broad overview of what the access barriers are, but no detail as to what is needed. The sense that is given from reading this section is that they do not plan on providing any access beyond lowering the reception counters and signage in the hopes of moving. This strategy does not resolve the access issues in this building.

Do other offices have TDD available?

Do the meeting rooms in the buildings have assistive listening systems?

Do the meeting rooms have accessible seating available?

Ferry Building

Who is responsible for implementation of the plan.

The introduction states the port is responsible for 7.5 miles of waterfront. Are there structures such as curb cuts and sidewalks that should be identified in a plan, or are all 7.5 miles accessible?

The projects on page five list constructing conforming curb ramps but does not list where.

Page five also lists installing accessible telephones in three locations. Is this all of the locations public telephones are at?

Further down on page five, installing accessible drinking fountains on all common floors. Does this include all drinking fountains?

The plan lists constructing one accessible men's room on the first floor, and one accessible women's restroom on the second floor. Is this all of the restrooms on these floors and in the building, or will a person have to change floors to find an accessible restroom?

The bottom of page five states address physical accessibility of Port Commission meeting rooms. What does this mean. What is the extent of the work needing to be done? Does this room have a hardwired assistive listening system? Is there accessibility seating with companion seating available? Is there a stage, and if so, is it accessible?

Pier 7, on the final, page states no work required? Is the path of travel smooth, with no abrupt changes in level?

Are there public telephones on the piers, and if so, are they accessible?

Mayor's Office
Mayors Office Reception
Mayors Budget Office
Mayor's Office of Business and Commercial Services
Film and Video Arts Commission
Mayor's Citizens Assistance Center
Mayor's Criminal Justice Council

This is a memo from Paul Imperiale that states it is "in lieu of the Federally Mandated Transition Plan. There either is or is not a transition plan, there is no "in lieu of" in the ADA.

The interior spaces listed in the third paragraph are said to be easily negotiable by persons with disabilities. What does easily negotiable mean? Is it up to code or not?

Who is responsible in these three departments for implementation of the transition plan? There is no person identified in this role.

Fire Department

Who is responsible for carrying out the plan? The bottom of page one says a person will be identified for implementation of the plan, but no name is given in the plan.

The bottom of the first paragraph on page one states that the transition plans for the fire stations and other facilities have not been completed yet. When will these be done? What facility does this plan cover?

The next paragraph says this plan is for the fire stations and other facilities. Which statement is true?

Page two, under Fire Stations and other SFFD Facilities states that the plan includes all stations and facilities, but very few are listed. Does this mean that all stations and facilities are up to code? Where are they listed in the plan, what page?

Page three, phase one headquarters list accessible restrooms and drinking fountains on the fourth floor only. Is this the only floor to which the public has access? Are the other floors, assuming public access, accessible?

Phase one lists an accessible parking location in front of the building. Is this on the street or in a lot? Does this building have a parking lot?

Page four, Fire Stations, states that all new doors will have lever handles. This is a code requirement regardless of the transition plan. Do the existing doors have lever handles?

The last sentence of the Phase III section, the middle of page four, states "The type of ADA compliance that is being undertaken includes:". Is this plan just an indication of the type of work needing to be done, or is it a plan of he complete scope of the work to be done?

Page 5, SFFD Facilities does not give a breakdown of the individual facility or the work to be performed to bring the building into compliance.

The last page, section III lists cost estimates for various buildings, but no breakdown as to what this entails.

Who is the person responsible for implementation of the plan?

Mayor's Office of Children, Youth and Families
Mayors Office of Housing
Mayors Office of Community Development

This is a memo from Paul Imperiale that states it is "in lieu of the Federally Mandated Transition Plan. There either is or is not a transition plan, there is no "in lieu of" in the ADA.

The interior spaces listed in the third paragraph are said to be easily negotiable by persons with disabilities. What does easily negotiable mean? Is it up to code or not?

Who is responsible in these three departments for implementation of the transition plan? There is no person identified in this role.

Medical Examiners Office

Who is responsible for carrying out the plan? No name is given.

There are no cost estimates given for any of the projects.

The detectable warning mat for the drinking fountain states the completion date is as soon as possible depending upon budget and location. There is not a date given. This item should be fairly low-cost, why does it take a budget item to accomplish?

The sound enhancement system item states the system can be obtained from the Mayor. Is this Mayor Jordan or the Mayors office? How fast can it be obtained in case of need? Why doesn't the courtroom have a dedicated hardwired system?

Not mention of accessible doors or door hardware

Does the office have a T.D.D.?

Does the office have emergency strobe warning lights?

Are all of the doors accessible, meaning width, lever handles, pressure?

Are there any reception areas, waiting rooms, and are they accessible?

Municipal Court

Who is responsible for the implementation of the plan?

Do the judge's benches with lifts have sufficient space in the witness box and bench area to accommodate the 60 inch turning radius necessary for a wheelchair?

Do the courtrooms have assistive listening systems available?

Are the courtrooms identified with compliant signage on the doors and adjacent walls?

Does the clerk's office have a TDD available?

Are all doors to the court room comply with the width, weight and other requirements?

Municipal Railway

Who is responsible for implementation of the plan?

Last paragraph of page one says public administrative functions on the second floor may be moved soon, so are not covered in this plan. When are they moving? Why isn't it covered? I am unaware that the ADA says that "may be moving soon" is a reason not to survey a property.

The plan states a public toilet in the Training Dept to be upgraded to latest ADA requirements but doesn't states what the scope of the work is.

Further down, same page, a drinking fountain is being removed, why can't this be made accessible? Why must it be removed?

Last page, upgrade Presidio parking lot and sidewalk access for a cost of $47,000. Why is this so high and what does this mean? Are they repaving the parking lot and writing it off as disabled access? What does the sidewalk area entail?

Final item, improved accessible office for I.D. discount pass. What does this include? Improved accessible office could just be paint.

No mention made to the door into the training department where public meetings are held that is very heavy and hard to open.

There is a program contingency fund of 30%, or about $37,000. It is good to plan like this, but with people upset about the cost of unfunded mandates it may not be appropriate to list this additional 30%. These items should be able to be cost out closer than 30%.

Police Stations and Hall of Justice

Sergeant Mike Sullivan is identified as the ADA Coordinator, is he also the person responsible for implementation of the plan?

The first page states that ten stations, Juvenile Bureau and the Hall of Justice were studied. Throughout the plan, various stations are listed as needing access work but not all ten stations are listed at any one time. This plan really should be broken out into individual stations, not all combined as it currently is.

Are the public restrooms in the stations up to code?

Do all the doors to public access areas in the stations have 32 inches of clearance and lever handles?

Who is responsible for implementation of the plan?

Is the ramp into the building within the 1:12 standards for slope?

The plan is concerned with on-street accessible parking. Are the curb cuts associated with this parking in compliance?

Will the public telephones have TDD's?

Does the office of the Real Estate Department have a TDD?

Will the public telephones be at the correct height?

Will there be signage at the public telephones indicating where TDD's are available if they do not have TDDs?

Does the NCT theater have an assistive listening system?

Why are the drinking fountains being provided with cup dispensers instead of being relocated to conform with the height requirements? Paper cup dispensers do not work for people with hand impairments.

Do the handrails for the stairs identified in phase II comply with code?

The full time guard at the front door is not a solution for lack of access. The Access Appeals Commission has repeatedly not allowed the use of a door attendant or guard to get around a complying door. In all the times I have entered the building, the guard has yet to move from his desk to assist.

CITY AND COUNTY OF SAN FRANCISCO
TRANSITION PLAN FOR
YOUTH GUIDANCE CENTER ACCESSIBILITY

Published by:
Norman Cole
Buildings and Grounds Superintendent
and
Terrence Daniel
Americans with Disabilities Act
Departmental Coordinator
San Francisco, CA 94127
(415)753-7563

Copies available upon request.

Drafted: July 1, 1993
Revised: January 20

STATEMENT CONCERNING STANDARDS UTILIZED
IN SURVEY INSTRUMENT FOR TRANSITION PLAN

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works and titled "Disabled Access Survey Form, Revision B, Version 4/23/94". The survey instrument incorporates the most restrictive provisions of the following standards:

1. Title 24, California Administrative Code, California State Accessibility Standards Interpretive Manual 7/19/89

2. Uniform Federal Accessibility Standards (UFAS) 4/1/88

3. Americans with Disabilities Act of 1990, Accessibility Guidelines, 7/91

Because accessibility guidelines for Title II of the ADA have not yet been promulgated, the ADA allows a public entity to comply either UFAS or Title III ADA accessibility guidelines. Until Title II guidelines are developed, structural improvement projects in the public areas of Youth Guidance Center will utilize both ADA guidelines and UFAS and will comply with the most restrictive of either code. If the codes conflict such that compliance with both is impossible, we will rely on the UFAS standards. In addition, any remodeling or construction work at Youth Guidance Center will comply with the State Building Code, Title 24, of the California Administrative Code, and Minimum Standards for Juvenile Halls, Title 15 California Administrative Code.

INTRODUCTION

This draft Transition Plan describes the City and County of San Francisco's program to bring the Juvenile Probation Department into compliance with the terms of the Americans with Disabilities Act (ADA) of 1990. This Plan focuses on:

1. All public areas with the facility which are within the purview of the Chief Probation Officer (CPO) as the landlord for the building. More specifically, these areas include:

 - Paths of travel from the accessible parking spaces to the Administration Building, and throughout the hallways and corridors of the facility.

 - Service areas i.e., restrooms, drinking fountains, and telephones that are available for the general use of the public using the facility.

 - Public Meeting Rooms, the Main Conference Room (247) - Administration Building, Auditorium/Cafeteria - Service Building.

2. All public areas in the building which are within the control of the Juvenile Probation Department.

The Chief Probation Officer and staff of the Juvenile Probation Department welcomes the input of persons with mobility impairments and all other persons with disabilities into the development of this plan. The Chief Probation Officer is responsible for implementation of this plan for common areas and other areas under the control of the Chief Probation Officer. Areas of the facility under the control of other individual departments will be discussed in their transition plans.

PLAN

A site assessment survey was performed by the Department of Public Works - Bureau of Architecture in F/Y 91/92. Subsequently, the Juvenile Probation Department received the report in April of 1993. The report indicates extensive accessibility conflicts and deficiencies at the site. Sidewalks require modification, curb cuts need to be added, and the parking lot needs to be restriped to provide disabled parking spaces. Graphics are required to assist disabled persons with access to various parts of the Youth Guidance Center. General access standards are required for both the Administration and Service buildings. Specifically, modifications to restrooms, drinking fountains, public telephones, electric switches, some doors and protective signaling are required. Juvenile Hall must be provided with most aspects of disabled access. Floor elevation changes within the buildings, hallways, and corridors require developing accessible protocols, and interior stairs require modification.

To address the needs identified in the survey, the Juvenile Probation Department, working closely with staff of the Bureau of Architecture and the Mayor's Disability Coordinator, developed the two-phased Transition Plan.

Phase I encompasses a set of projects which have been previously scheduled using funding sources received from 8G Tidelands Grant monies, County Correctional Facilities Bond Act of 1988, and annual facilities maintenance funds. These projects have been completed or are currently in progress.

Phase II encompasses a second set of projects for which funding has been approved through the City's annual Capital Improvement Program.

These two phases of the overall transition plan are described below in more detail and summarized in Attachment A.

Phase I

As noted above, Phase I included a set of projects which were accomplished with previously approved funds. Phase IA projects included: 1) installation of 3 each designated accessible parking spaces at the rear of the Administration Building, including directional signage. 2) design and construction of accessible men's and women's restrooms on the first floor of Administration Building, 3) design and installation of main elevator improvements to insure a known, accessible, and clear path of travel throughout the Administration Building, and 4) design and construction of two (2) each disabled access detainee rooms in the Receiving Unit Cottage (Juvenile Hall), including conversion of the shower facility and installation of a drinking fountain. Phase IB projects included providing conforming public counter heights, constructing 1) curb ramps at the East and West access roads to the facility, 2) curb cuts at the disabled parking spaces (Administration Building), and 3) provision of disabled access to W - Cottages. Phase IC projects will include: 1) installing safety striping on interior and exterior stairways and handrails, 2) correcting door pressures in public meeting rooms, 3) installing accessible telephones on the first floor of the Administration Building, 4) providing sound enhancement devices in two public meeting rooms, and 5) installation of a call button/speaker system at disabled access doorway of Administration Building.

PHASE II

Phase II involves a set of projects to be initiated with funds approved in F/Y 94/95. The projects include:

Phase IIA

- Design and construction of disabled access into Service Building Auditorium/Cafeteria from Administration Building cross-corridor.
- Installation of main directory signage for facility.
- Completion of the Administration Building Westside elevator accessibility.
- Installation of drinking fountain on each floor of the Administration Building, and Service Building Auditorium/Cafeteria level.
- Installation of one set of disabled access restrooms on the 3rd floor of the Administration Building.
- Installation of men's and women's restrooms, drinking fountain in the Service Building Auditorium/Cafeteria, including associated interior signage.

JUVENILE PROBATION ACCESSIBILITY TRANSITION PLAN SUMMARY MATRIX

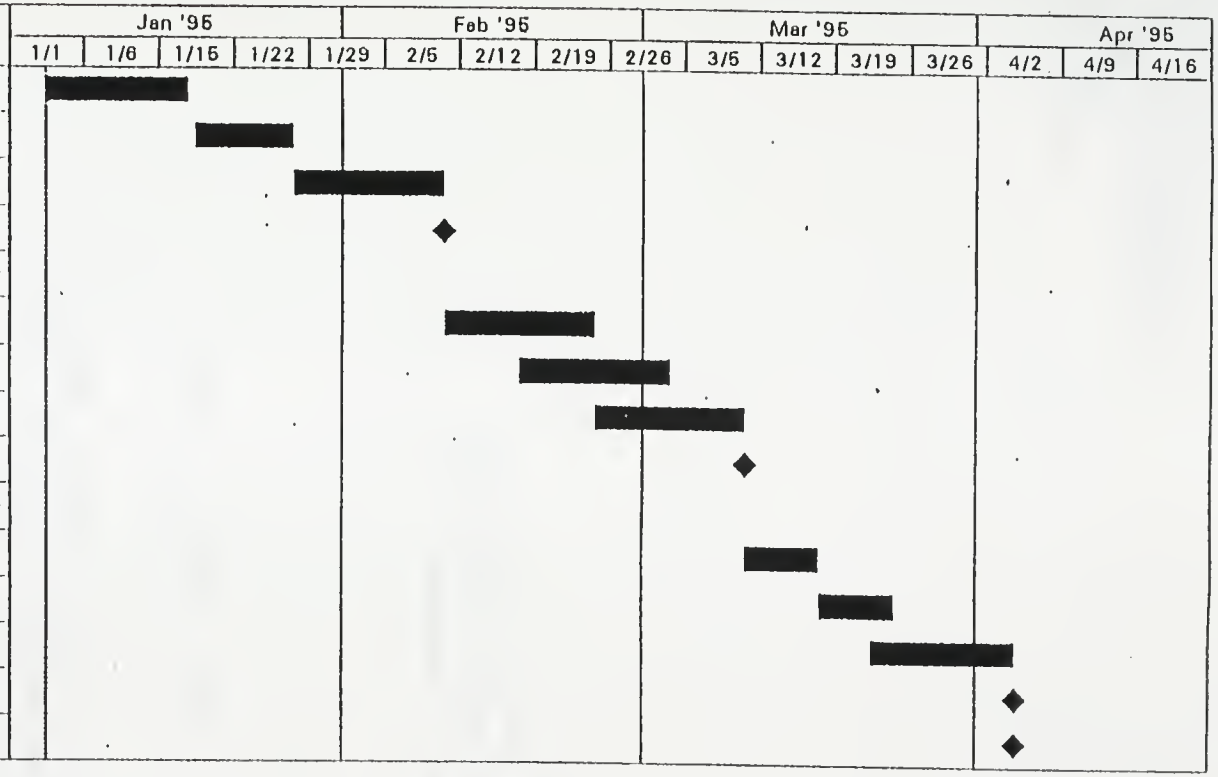
Phase	Projects	Cost	Completion Date
I.A.	. Design and construct accessible men's and women's public restrooms on the first floor of Admin. Building.	($15,000)	Completed F/Y 90/91
	. Design and construct accessible detainee holding rooms in Receiving Unit Cottage, including shower facilities and drinking fountain. (Verification of compliance needed)	($45,000)	Completed F/Y 91/92
	. Disabled access parking spaces (3 each) rear of Administration Building	($6,000)	Completed F/Y 92/93
	. Main Elevator/Admin. Bldg. Door operator & equipment		Completed F/Y 92/93
	. Main Elevator/Admin. Bldg. Directional indicators, bell indicating travel direction		Completed F/Y 92/93
	. Main Elevator/Admin. Bldg. Call station plates		Completed F/Y 92/93
	. Main Elevator/Admin. Bldg. Braille plates, hand rails		Completed F/Y 92/93
	. Main Elevator/Admin. Bldg. Operator panel/Emergency call system		Completed F/Y 92/93
	. Main Elevator/Admin. Bldg. Floor indicators for visually impaired		Completed F/Y 92/93
	. Main Elevator/Admin. Bldg. Infra-red duel path beam devices	($35,000)	Completed F/Y 92/93
	. Install exterior directional parking signs		Completed F/Y 92/93
	Subtotal:	$101,000	

Phase	Projects	Cost	Completion Date
Project costs and completion dates for phase IC projects are currently being developed by Bureau of Architecture.			
I.B.	. Construct counter height adjustments at public counters.	($1,800)	Completed F/Y 92/93
	. Construct conforming curb cuts at East & West access roads and disabled parking spaces (Admin. Bldg.)		Completed F/Y 93/94
	. Construction of disabled access ramps to W-Cottages.	($13,552)	Completed F/Y 93/94
I.C.	. Install call buttons at disabled accessable entrance door next to disabled parking along the North side of the Admin. building. Two call buttons will be utilized at this door: one call button for normal business hours (8:30 - 5:00) will ring at the telephone operators work station. The operators will answer the call button and inform the appropriate probation officer (or other employee) who will escort the visitor into the building. A second call button for use outside normal business hours will ring in the Juvenile Hall admissions office. A counselor in the admissions office will inform the appropriate counselor to escort the visitor into the building.		Scheduled F/Y 94/95
	. Install accessible telephone on first floor of Admin. Building and Auditorium/Cafeteria of Service Bldg.		Scheduled F/Y 94/95
	. Provide sound enhancement equipment for second floor Main Conference Room and Service Building Auditorium/ Cafeteria.		Scheduled F/Y 94/95

Phase	Projects	Cost	Completion Date
	. Installation of safety striping on interior and exterior stairways (install handrails as required).		Scheduled F/Y 94/95
	. Correct door pressures in public meeting rooms.		Scheduled F/Y 94/95
II.A.	. Design and construct disabled access into Service Building Auditorium/Cafeteria from Admin. Bldg. connecting Cross-corridor.		Scheduled F/Y 94/95
	. Develop and install main directory and signage to all disabled accessibility areas.		Scheduled F/Y 94/95
	. Retrofit Westside elevator (Admin. Bldg.) for disabled access.		Scheduled F/Y 94/95
	. Install drinking fountains on each floor of Admin. Bldg., Service Bldg. Auditorium/Cafeteria, W-Cottages, Computer Classroom and Multi-Purpose Room.		Scheduled F/Y 94/95
	. Retrofit one set (men's and women's) restrooms for disabled access on the 3rd Floor of the Administration Building.		Scheduled F/Y 94/95
	. Retrofit restroom for disabled access in the Service Bldg. Auditorium/Cafeteria level, including interior signage.		Scheduled F/Y 94/95
	. Retrofit restrooms (1 each, in Computer Classroom, Multi-Purpose Room, W-Cottages, and Girls Gymnasium for disabled access, including exterior signage.		Scheduled F/Y 94/95

YOUTH GUIDA CE CENTER
ADA IMPROVEMENTS TO COTTAGES
ROUGH DRAFT

ID	Name	Duration
1	TRANSFER OF FUNDS	2w
2	OBTAIN (E) PLANS & FIELD VERIFY	1.5w
3	DRAW SCHEMATIC PLANS	2w
4	REVIEW WITH YGC	0d
5	DESIGN DEVELOPMENT (4) RESTROOMS	20d
6	PLANS	2w
7	ELEVATIONS	2w
8	DETAILS	2w
9	REVIEW 80% PLANS WITH YGC	0d
10	CONTRACT DOCUMENTS	17.5d
11	FINALIZE PLANS	1w
12	FINAL PRODUCT SELECTION	1w
13	WRITE SPECIFICATIONS	2w
14	REVIEW FINAL WITH YGC	0d
15	ADVERTISE FOR CONSTRUCTION	0d



PHASE II A

THE FINE ARTS
MUSEUMS OF
SAN FRANCISCO

M. H. de YOUNG
MEMORIAL
MUSEUM

CALIFORNIA
PALACE OF THE
LEGION OF HONOR

Golden Gate Park
San Francisco, CA 94118
(415) 750-3600

City and County of San Francisco
Transition Plan for
de Young Museum Accessibility

Copies available upon request.

Tish Brown, ADA Coordinator
M.H de Young Memorial Museum
Golden Gate Park
San Francisco, CA 94118

Statement Concerning Standards Used in Survey Instrument for Transition Plan

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works, Bureau of Architecture and titled "Survey of de Young Museum for Access to Persons with Disabilities," dated February 16, 1993. The survey instrument incorporates the most restrictive provisions of the following standards:

1. Title 24, California Administrative Code, California State Accessibility Standards Interpretive Manual, 7-19-89.

2. Uniform Federal Accessibility Standards (UFAS), 4-1-88.

3. Americans with Disabilities Act of 1990, Accessibility Guidelines, 7-91.

Because accessibility guidelines for Title II of the ADA have not yet been promulgated, the ADA allows a public entity to comply with either UFAS or Title III ADA accessibility guidelines. Until Title II guidelines are developed, structural improvement projects in the public area of the de Young Museum will utilize both ADA guidelines and UFAS and will comply with the most restrictive of either code. If the codes conflict so that compliance with both is impossible, we will rely on the UFAS standard. In addition, remodeling, and construction work, the de Young Museum will comply with the State Building Code, Title 24, of the California Administrative Code.

Transition Plan

To address the needs identified in the survey, the ADA Coordinator, working with the Department of Public Works, Bureau of Architecture, and the Mayor's Disability Coordinator, developed a three-phased Transition Plan.

Phase I includes items providing public access that are presently in progress.

Phase II includes remaining access accommodations to areas of the museum for use by the general public.

Phase III includes accommodations that would provide more access.

Phase I

As noted, Phase I includes items that are currently funded, to include: 1.) installation of hardware in the bathrooms; 2.) addition of contrasting strips to Hearst Court stairs; 3.) adjustment of interior doors to 5 lb. maximum pressure; 4) Addition of warning mats around the water fountains; 5.) installation of lever doorknobs on doors throughout the building.

Phase II

Included are projects that require funding from sources such as capitol improvement budgets and bond measures. It would be prudent to complete ADA compliance at the same time the building will be undergoing a seismic upgrade. Phase II projects include 1.) designing and installing compliant railings for the Hearst Court stairs; 2.) installing gallery numerals; 3.) widening the ramp and adding handrails in Hearst Court; 4.) redesigning the exit and ramp from the Café de Young to the Oakes Garden.

Phase III

This phase includes projects that might not be required but would provide more access to patrons with disabilties. Funding would come from the same sources as in Phase II. 1.) Install a directory in the lobby; 2.) widen the door to the administrative offices - not a general public area; 3.) Adapt counters in the Museum lobby and bookstore.

Schedule for completion of projects

Phase I	Project	Completion Date
	Provide lever handle and raised toilet seat in women's bathroom.	Winter 95
	Provide lever handle in men's bathroom	Winter 95
	Provide warning strips in contrasting colors to Hearst Court stairs	Winter 95
	Provide door closer with maximum 5 lb pressure	Winter 95
	Provide water fountains with warning mats	Winter 95
	Provide door hardware allowing single (no wrist) effort	Winter 95
Phase II		
	Provide handrails for Hearst Court steps	1995
	Install gallery numerals	1995
	Widen ramp in Hearst Court and install handrails	1995
	Redesign and bring up to code exit from Café to` Garden	1995
Phase III		
	Install directory in museum lobby	1995
	Widen door to administrative offices	1995
	Adapt counters in the lobby and Museum Bookstore	1995

Appendix

ACCOMMODATIONS AND EXTRA ACCESS FEATURES

We make available the following access features:

Access Information newsletters
Wheelchairs available for loan
"Access" docent tour program by appointment
"Docents for the Deaf" and sign language interpreters by appointment
Tactile tours of art on exhibition or in study collection (by appointment)
Art studio workshops with artist teacher
Large print portable labels for loan
Presentations of touchable art
Materials in alternate formats
Audio cassette-tape tours free to blind visitors
Videos

THE FINE ARTS
MUSEUMS OF
SAN FRANCISCO

M. H. de YOUNG
MEMORIAL
MUSEUM

CALIFORNIA
PALACE OF THE
LEGION OF HONOR

Golden Gate Park
San Francisco, CA 94118
(415) 750-3600

the California Place of the Legion of Honor
Statement regarding Accessibility

Tish Brown , ADA Coordinator
January 20, 1995

The California Palace of the Legion of Honor and the M.H. de Young Memorial Museum comprise The Fine Arts Museums of San Francisco, a department of the City and County of San Francisco. The California Palace of the Legion of Honor is currently closed for renovations and will reopen on November 11, 1995, at which time the program will be accessible. The elimination of physical barriers and the addition of elements providing access have been major components of the renovation work now underway.

When the Legion is reopened access features will include accessible bathrooms, an additional elevator, improved access to the Gould Theater, and assistive listening devices for docent tours and the Gould Theater.

City and County of San Francisco

Department of Social Services

Brian F. Cahill
General Manager

Assistant General Managers
Sally Kipper
Pat Reynolds
John R. Vera

January 23, 1996

Mr. Paul Imperiale
Mayor's Citywide Disability Coordinator
Mayor's Office of Community Development
25 Van Ness Avenue, Room 700
San Francisco, CA 94102

Dear Paul:

This is in response to your letters of January 11, 1996.

Enclosed is the department's Americans with Disabilities Act Transition Plan on computer diskette.

In addition, to follow up with my telephone message of January 22, 1996, I am the departmental representative responsible for implementing the Transition Plan. Please note your records accordingly.

Thank you. Should you have any questions, please feel free to contact me at 557-5950.

Sincerely,

Wanda Jung
Civil Rights/Affirmative Action Coordinator

cc: Brian Cahill

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF SOCIAL SERVICES

TRANSITION PLAN FOR DISABLED ACCESS

November 3, 1994

General improvements needed for code compliance for the building as a whole include:

- Restrooms on all floors are not accessible
- Interior elevators need complete renovation
- Stairways and handrails are non-conforming
- Door openers are non-conforming at all locations
- Corridors do not meet minimum width requirements

1235 Mission

Since this building was fully renovated in November 1992, the only needed improvement identified is additional signage which is estimated to cost approximately $4,000. Funds will come from federal and state matching revenue to our supplemental appropriation. Assuming these funds will be appropriated, the work should be completed in mid-1995.

INTRODUCTION

This Transition Plan describes the Department of Social Services program to bring its offices into compliance with the terms of the Americans with Disabilities Act (ADA) of 1990. The Department operates out of four offices, two of which are leased and two City-owned.

The leased facilities are located at 1235 Mission Street and 1440 Harrison Street. 1235 Mission was remodeled in November, 1992 and meets current Title 24 standards. We do not anticipate the need to make any alterations to bring this building into compliance. 1440 Harrison was last remodeled in 1986 and will require some minimal modifications.

The City-owned buildings are at 150 and 170 Otis Streets. 150 Otis was constructed in 1912 and the last significant remodeling was done in the mid-1960's. This building was evaluated for disabled accessibility by the Department of Public Works in February, 1993 and is in need of substantial upgrading to meet minimum standards. Because of its age and general condition, the City is evaluating whether 150 Otis should be a candidate for replacement rather than improvement. It is anticipated that it will be included in the seismic improvement bond program. 170 Otis was constructed in 1978 and is in need of upgrade to current standards in several areas.

The Department intends to submit a supplemental appropriation request to the Mayor and Board of Supervisors during fiscal year 1994/95 to pay for improvements needed at 170 Otis, 1440 Harrison and 1235 Mission Streets. The primary revenue source for this supplemental will be approximately $220,000 of accrued bond interest from the Social Services Corporation, a non-profit entity created in 1975 to construct 170 Otis Street. The balance, $160,000 will be from claimed federal and state matching funds.

PLAN

1440 Harrison

This building houses our Child Welfare division consisting of three floors plus basement. Public contact primarily occurs on the first floor. There is a parking lot for 30 cars with three designated disabled spaces. Access improvements needed at 1440 Harrison include signage throughout the building and replacement of thresholds at entrances to the office space and conference rooms. Estimates of cost for these improvements were made by the Department of Public Works Bureau of Architecture in April, 1994 in the amount of $20,000. Funding for these improvements will be requested in a supplemental appropriation during fiscal year 1994/95. Work should be completed by winter 1996.

170 Otis

170 Otis received approximately $120,000 from the seismic bond program in 1993 to make limited disabled access improvements. These funds were used to remodel the public restrooms on the first floor including adding strobe and siren fire alarms, relocate the drinking fountain and add floor contrast, and replace the client and employee entrance doors. This project was completed in July, 1993.

The building was constructed in 1978 through the sale of General Obligation Bonds. Over the past several years the bonds have accumulated interest which will be available to the Department to complete a variety of needed improvements. The Department requested the assistance of the Bureau of Architecture in early 1993 to accomplish the following:

- Retrofit all remaining restrooms on floors 2-8
- Redesign and remodel the public waiting rooms including lowering a portion of the reception counter
- Replace the fire alarm system including adding visual and audible alarms
- Post signage throughout
- Eliminate access barriers in the auditorium

The cost estimate for this work is $355,800. Assuming funds are appropriated, it is anticipated that work will be completed by mid-1995.

150 Otis

Client access is not an immediate problem in this building, despite its many deficiencies, because all client services are located on the first floor. Because the street is below the first floor level, there is an exterior disabled elevator at the street level to bring clients into the building at the first floor. Hallways are wide enough to accommodate a wheelchair and public restrooms are accessible. In addition, the Medi-Cal program which is housed at 150 Otis provides homevisiting and outstationed workers to assist those who are unable to come to our offices.

Seismic bond funds were utilized to make the following access improvements in 1993:

- First floor restrooms were remodeled
- Drinking Fountains lowered and contrasting flooring installed
- Public telephones relocated
- Windows repaired
- Exterior stair floor covering including contrast striping was installed

A disabled access survey was completed for this building by the Department of Public Works in 1992. The building, as a whole, does not meet current code standards in several areas requiring, by DPW estimate, $441,000 of access improvements. Funding for these modifications will be included in a future bond measure. Since this building needs more than $7 million dollars in seismic, access and hazardous material removal work, it is probable that it will be a candidate for replacement rather than renovation. Should the building be renovated, it will be vacated during construction for approximately 18 months. The Department of Public Works has not given us a timeframe for these decisions. In the meantime, we are also attempted to get budgetary approval to rent new quarters and move during fiscal year 1995/96.

Client access improvements needed on the first floor include:

- Reception counters need to be lowered
- Signage

In the interim, clipboards are available at the reception counters and are distributed as needed. Funds for signage have been requested.

City and County of San Francisco

OFFICE OF THE SHERIFF

Michael Hennessey
SHERIFF

(415) 554-7225

TRANSITION PLAN

FOR COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT

SAN FRANCISCO SHERIFF'S DEPARTMENT

COPIES AVAILABLE ON REQUEST
(415) 554-7225
Michael Hennessey, SHERIFF
City and County of San Francisco

633 FOLSOM STREET, ROOM 200 SAN FRANCISCO, CA 94107 FAX NUMBER (415) 554-7950

INTRODUCTION

PURPOSE AND INTENT:

The purpose of this transition plan is to set forth the steps necessary to bring the San Francisco Sheriff's Department into compliance with the requirements of the Americans with Disabilities Act of 1990 (ADA). It is our understanding that the ADA requires public entities to formulate a plan to ensure that the programs offered the general public be made accessible to, and usable by, those members of the public with disabilities, and that reasonable accommodations be made for staff with disabilities. The Sheriff's Department is informed that the ADA defines a "program" as any "program, service, or activity" offered to the general public, and that each program, "when viewed in its entirety, is readily accessible to and useable by individuals with disabilities".

The Sheriff's Department provides services to the general public at various locations, including its Administrative, Training, and Civil Division offices, as well as its jail facilities. At the Administrative, Training, and Civil Division offices these programs entail contact between the general public and staff regarding administrative or civil process matters, at specified lobby and counter areas. At the jail facilities the programs entail contact between the general public and staff regarding jail operational issues and visiting between the public and the prisoners. It is the intent of the Sheriff's Department that all program or service areas normally accessed by the general public in their interactions with the Department, also be accessible to, and useable by, those members of the general public with disabilities.

The Sheriff's Department employs both civilian and sworn staff. Sworn staff are deputy sheriffs, who by the nature of their duties, and their Civil Service Classification, must be able bodied in order to perform such functions as subduing violent individuals, and providing rescue of individuals unable to move themselves. It is the intent of the Sheriff's Department that reasonable accommodations be made for all civilian staff with disabilities, however such accommodations would not be needed for those areas that are exclusively used by sworn staff.

The Sheriff takes individuals into custody pursuant to court order and other due process of law. The Sheriff provides food, clothing, housing, medical and dental treatment, and educational and rehabilitative programs to those prisoners in custody pursuant to legal requirements and Departmental policy. The Sheriff is responsible for the safety and security of the persons housed in the institutions under his control, and in that regard promulgates rules, regulations and procedures intended to enhance the safety and security of the institutions, as well as the well being of the individuals incarcerated there. In that regard, the jails are unique institutions, providing a controlled environment with very limited choice to the prisoner population. It is a environment where the prisoners are separated and confined based on several factors, such as criminal sophistication, propensity for violence, danger to self or others, sex, criminal charges, age, mental stability, medical need, legal status, criminal organization affiliation,

and vulnerability. It is the intent of the Sheriff's Department that pursuant to the legal constraints of operating a custody facility, no prisoner be denied access to any program or service available to the general prisoner population, based solely on that prisoner having a disability.

FACILITIES:

Survey's of the buildings where the Sheriff's Department provides its programs, have been made by Mr. Paul Imperiale, the Mayor's Office Disability Access Coordinator, and Mr. Richard Skaff, the Disability Access Coordinator for the Department of Public Works, to advise the Sheriff's Department where barriers existed for members of the public with disabilities, which would deny them access to programs otherwise available to the general public. It is our understanding, that these survey's were performed pursuant to the following standards:

1. Title 24, California Code of Regulations, July 19, 1989.

2. Uniform Federal Accessibility Standards (UFAS) April 1, 1988.

3. Americans with Disabilities Act of 1990 Accessibility Guidelines (ADAAG) July 26, 1991.

As of the date of this publication, accessibility guidelines have not been developed for ADA Title II. Since ADA Title II allows a public entity to comply with either UFAS or ADA Title III ADAAG. It is the Department's understanding that this survey was conducted utilizing the most restrictive requirements of either code.

Administration and Civil Division Facilities:

The Sheriff's Department Administrative Offices and Civil Division are located in buildings that are not under the administrative or fiscal responsibility of the Sheriff. These offices previously were housed in City Hall, which under the purview of the Chief Administrative Officer, and are currently housed at 633 Folsom Street in San Francisco, in a privately owned building leased by the Department of Public Works pursuant to the City Hall Seismic Upgrade. It is our understanding that the 633 Folsom Street offices being newly acquired, currently meet the accessibility requirements of ADA for both staff and the public, and that the Department of Public Works is in the process of remodeling City Hall to meet these requirements upon completion of the Seismic Upgrade project.

Training and Auxilary Administrative Functions:

The Sheriff's Department has its Training and Auxilarly Administrative Functions located in a building at 555 Seventh Street. The building was a "build-to-suit", "lease-to-own" construction project, under the purview of the Public Defender's Office, who will eventually own the building. The building is currently being leased-to-own by the Public Defender's Office. The Sheriff's Department is cooperating with the Public Defender in the implementation of the Public Defender's Transition Plan for this building.

Jail Facilities:

The Sheriff's Department operates the Jail System of the City and County of San Francisco (CCSF) at the following locations:

1. County Jail #1 located on the 6th Floor of the Hall of Justice. Since the Hall of Justice itself is under the purview of the Chief Administrative Officer, the Sheriff's Transition Plan addresses only the jail portions of the 6th Floor of the building.

2. County Jail #2 located on the 7th Floor of Hall of Justice. Since the Hall of Justice itself is under the purview of the Chief Administrative Officer, the Sheriff's Transition Plan addresses only the jail portions of the 6th Floor of the building.

3. County Jail #3 - which entails an entire building located on a jail property site owned by the City and County of San Francisco in unincorporated San Mateo County, at #1 Mooreland Drive.

4. County Jail #4 - Is a Work Furlough Program located at 930 Bryant Street, San Francisco, in a building which is currently loaned to the Sheriff's Department by the Purchasing Department.

5. County Jail #5 - Is a secured custody ward in San Francisco General Hospital, which is a building operated by the San Francisco Department of Public Health, therefore the Sheriff's Department survey and transition plan was directed only at the jail ward portion of the building.

6. County Jail #6 - Is a Sheriff's Work Alternative Program, which operates out of 930 Bryant Street.

7. County Jail #7 - Is a low to medium security level jail housed in its own building on the jail property owned by the City and County of San Francisco in San Mateo County.

8. County Jail #8 - Is a low, medium, and high security level jail operated out of the New Sheriff's Facility at 425 Seventh Street, San Francisco.

9. County Jail #9 - Is an intake and release center (IRC) soon to be opened in the New Sheriff's Facility located at 425 Seventh Street, San Francisco.

PHASES OF THE PLAN:

The work (capital improvements and remodeling) has been broken down into three phases:

Phase I: This represents identified improvements necessary to enhance or provide access to programs and services for disabled persons, which is of a small enough scale that it can be accomplished without the necessity of detailed plans and specifications. This work is being done through the Department of Public Works/Bureau of Building Repair (DPW/BBR), and other contractors. These improvements have been funded from on going construction funds, and existing maintenance funds.

Phase II: This phase represents identified improvements which are of a scale that detailed plans and specifications are required. The Phase II projects are have been funded through the Office of the Chief Administrative Officer, and are currently under design.

Phase III: Represents identified improvements for which no funding has yet been identified, and may be of a minor or major scale. In some cases, the areas are still under review, and a final scope of work has not yet been identified. The Sheriff's Department anticipates applying for the funding of the Phase III projects in the 1996/97 fiscal year for the City and County of San Francisco.

Attached to this narrative is a matrix showing the transition plan for the jail facilities, which breaks down the plan, first by facility, and then by phases.

COUNTY JAIL #1 - Hall of Justice BARRIER	PROPOSED SOLUTION	STATUS	PHASE	COST	E.C.D.*
1. Lack of accessible toilets, lavitories, and showers in the prisoner housing areas.	Add ramp to group shower in men's processing area so that an accessible shower is available.	DONE	I	$1,000	Done
	Allow male prisoners to use accessible toilet lavitory in the men prisoner's medical area until they are made available in the housing area.				
	Remodel B Tank in the men's housing area to include an accessible penal grade toilet, lavitory, and shower with ramp, and code complliant size cell door openings.	In design	II	$200,000	02/15/96
	Remodel one holding area in the women's housing area to have an accessible toilet and lavitory. Remodel the group shower in the women's day room so that at least one shower is accessible.	Funds to be requested	III	$100,000	06/30/97
2. Prisoner pay telephones are at correct height, but require longer cords.	Longer cords to be provided by Pacific Bell Provide volume control telephone and a shelf that will allow use of a TDD.	On order	I	$0	10/01/95
3. There is no accessible visiting area for prisoners, or the public.	Remodel one visiting area for the prisoners, and one for the public, to make them accessible.	In design	II		06/30/97

COUNTY JAIL #2 - Hall of Justice					
Note: Disabled prisoners who would otherwise be assigned at the Hall of Justice jails, will all be housed at County Jail #1, where the same services and programs are provided as are provided at County Jail #2.					
1. No accessible visiting area is available for the public.	Remodel one visiting area for the public to be accessible to the public with disabilities.		III	$25,000	06/30/97

COUNTY JAIL #3 - San Mateo County					
Note: Prisoners with disabilities who would otherwise be assigned at the Hall of Justice jails, will all be housed at County Jail #7, where the same services and programs are provided as are provided at County Jail #3.					
1. The path of travel for visitors and civilian staff to the front lobby area is via stairs only.	Provide a capital improvement project to add a ramp or lift to the front office lobby area.	Funds to be requested	III	$80,000	06/30/97

COUNTY JAIL #4 - 930 Bryant Street, SF					
1. Path of travel: both entrances have two steps up, toilet room doors too narrow, parking not provided.	Provide temporay ramp at one entrance.	Done	I		Done
	Provide permanent ramp at same entrance.	Funds to be requested	III	?	12/31/95
	Widen the door for one unisex toilet				
	Get DPT to provide one blue handicap parking space on Bryant near handicap entrance.				
2. Lack of accessible toilet.	Remodel one toilet as unisex accessible.	Funds to be requested	III	?	12/31/95
3. Provide accessible pay telephone	Contact Pacific Bell		II		12/31/95

COUNTY JAIL #5 - SFGH Note: Programs and services provided to to prisoners, as well as, the civilian staff, are the responsibility of the Department of Public Health. The Sheriff's Department provides security only, therefore the SFSD staff are not disabled, and do not require special accomodations. For these reasons, this facility is not included in the Sheriff's Department survey, and would be included in the DPH Transition Plan for whatever remedies were needed.					
COUNTY JAIL #6 - 930 Bryant Street, SF Note: Same as County Jail #4 above.					
COUNTY JAIL #7 - San Mateo County					
1. Lack of accessible shower and toilet facilities for prisoners.	Remodel two dorms, one for male, and one for female prisoners, to provide accessible shower, toilet, and lavitory.	Funds have been requested	III	$200,000	02/15/96
2. Lack of accessible telephone for prisoners.	Install telephone in two dorms with volume control, and a shelf to allow for use of TDD.		II		11/25/95
3. Path of travel: lack of signage, striping at stairs, railing length at ramp,	Provide code compliant signage at entrance, provide intercom button at code height, paint stripes on stairs, add code signs for handicap. parking locations.				12/31/95
LEARNING CENTER: - San Mateo County This building lacks an accessible path of travel for prisoners, public, or staff; and there are not any accessible toilet facilities in the building.	Remodel building to provide accessible path of travel into building, and to program areas. Provide accessible toilet facilities for prisoners and civilian staff.	In design	II	$1,200,000	11/30/97

COUNTY JAIL #8: - 425 Seventh St. SF					
1. Address various code discrepancies,	Numerous remodeling issues addressed,	Done	I	$50,000	Done
including path of travel and parking, in	including path of travel, code compliant parking,				
order to obtain Temporary Certificate of	adjust paint on stairs, recess fire extinguishers.				
Occupancy.					
2. Obtain final list of DBI inspection issues.	Once final list from the Department of Building	Waiting for			
	Inspection (DBI) is obtained, listing code	DBI final			
	violations, a scope of work will be indentified,	report.	III	?	12/21/96
	and funding will be sought.				

* E.C.D. = Estimated Completion Date. All Phase III completion dates are tentative, and depend upon when funding is granted.

City and County of San Francisco

OFFICE OF THE SHERIFF

Michael Hennessey
SHERIFF
(415) 554-7225

Mr. Paul Imperiale
Mayor's Citywide Disability Coordinator
25 Van Ness Avenue, Room 700
San Francisco, CA 94102

January 23, 1996

Dear Mr. Imperiale,

I am responding to your letter of January 11, 1996 regarding the designation of the person responsible for implementing the Sheriff's Department's portion of the City and County's compliance plan for the Americans With Disabilities Act Regulation §35.107(a).

Since this regulation allows for more than one such designated employee, please be informed that as regards the implementation of improvements to the structures in the facilities operated by the Sheriff's Department, I (Lt. Michael La Vigne) am the employee designated to coordinate the Sheriff's Department's efforts to comply with and carry out our responsibilities associated with any such improvements. My office address and telephone number are: 425 Seventh Street, San Francisco, CA 94103, and 522-8033.

As regards a designated employee for receiving complaints regarding discrimination in the Department's policies, procedures, or practices, that designated employee would be Ms. Betty Bortin, who's office address and telephone number are: 633 Folsom Street, 2nd Floor, and 554-7225.

This information should satisfy the requirements of the regulation. If you have any questions, please feel free to contact me.

Sincerely,

Lt. Michael E. La Vigne

A.D.A. Update

A Report on the Recreation and Park Department's

Compliance with the

Americans with Disabilities Act

April 1996

ADA 1996 update
McLaren Lodge, Golden Gate Park
Fell and Stanyan Streets
FAX: (415) 668-3330
information: (415) 666-7200
TDD: (415) 666-7043
San Francisco 94117

Background: The Americans with Disabilities Act (ADA) required all government agencies that come into contact with the public to prepare a Self Evaluation report and implement an approved Transition Plan to make its facilities and programs accessible to persons with disabilities. In January of 1993, this department was the first in the city to have completed this plan. The Self Evaluation portion of this 1500-page document contains maps and surveys of all facilities detailing physical and program barriers. The following priorities were established to assist in the determination of specific program-based barrier removal actions:

- **Path of travel** to the portion of the facility where program activities take place (parking, walks, ramps, stairs, doors, corridors, etc.)
- Access to **program use areas** (pools, sports areas, classrooms, etc.)
- Access to **restrooms** serving program areas
- Access to **amenities** serving program areas (drinking fountains and telephones)

Upon the completion of the Self Evaluation, a Transition Plan was prepared to guide the efforts to bring the department into ADA compliance. From the outset, the Plan made it clear that the department would be unable to address all deficiencies immediately because of the large number of facilities under its jurisdiction, and the severe budget limitations it faces. Staff developed a ranking matrix to assist the prioritization process. They identified the following four criteria to be used in establishing a preliminary set of priorities for access improvements:

- **Location** - Does the facility serve a *Citywide* purpose as opposed to serving primarily a particular neighborhood?
- **Programming** - Does the facility offer *Programming* for seniors and/or disabled populations?
- **Transportation** - What is the extent and nature of *Local Transit* lines that serve the facility?
- **Staffing** - What is the *Level of Staffing/Activity* which may provide an indicator of the importance of the facility to the community.

Implementation: The law requires that facilities and programs be made immediately accessible when *readily achievable.* Work sites and program areas were assessed, and simple modifications were made, such as furniture relocation, removal of obstructions from the path of travel, etc. However, the Self Evaluation indicated that most of the department's facilities required a substantial retrofit including ramped entryways, kitchen and toilet room reconstruction and the like. To accomplish this within the department's financial constraints, it was decided that access issues would be addressed (as required by code) when a facility receives its periodic renovation. With the exception of several ongoing bond-funded programs, the Open Space Program is the only major source of capital improvement funds available to the department. The priorities established in the Transition Plan are a major factor in the selection of Open Space projects.

It is difficult to estimate the financial commitment the department has made to ADA compliance. Virtually every capital project designed or constructed in the past 5 years has an access component. The Department of Public Works' Bureau of Architecture estimates, for example, that between 25% to 50% of the cost of a typical building renovation project can be attributable to requirements of ADA (or its predecessor, Sec. 504 of the 1973 Civil Rights Act). Based on this estimate, the ADA component of renovation projects funded through the Open Space Program since 1990 would range from $3.25 to $6.5 million. This estimate would not include acquisition and development projects such as the new Tenderloin Center and others funded under that component of the fund.

One of the top priorities of the Transition Plan in attempting to make City-wide program accessibility is to develop at lease one totally accessible facility in each neighborhood. The construction and/or planning of new code-complying recreation buildings in the South of Market, Tenderloin, Chinatown and Richmond Districts has done this in those particular neighborhoods. In addition, complete building renovations at Miraloma, Julius Kahn, Cabrillo, Bernal Gym, Excelsior Clubhouse and Potrero Hill Recreation Center provide those neighborhoods with totally accessible facilities (Potrero and Bernal will be completed this spring).

The following is a list of Recreation and Park Department facilities that have received ADA upgrades:

Facility	Scope	Status
Balboa Restrooms	Complete renovation	Completed
Beach Chalet	Complete renovation	In construction
Bernal Heights Clubhouse	Complete renovation	In construction
Chinatown Park	New facility	In design
Coffman Pool	Access upgrade	In design
Coronado Playground	Complete renovation	In design
County Fair Building	Bathroom upgrade	Completed
Cow Hollow P/G & Clubhouse	Partial renovation	Completed
Eureka Valley Rec. Center	Partial renovation	In design
Excelsior Clubhouse	Complete renovation	Completed
Garfield Clubhouse	Complete renovation	In design
Garfield Pool	Partial renovation	Completed
Golden Gate Park Band Stand	Complete renovation	Completed
Harding Park Bridge	Replacement	In construction
Hayes Valley Play Area	Complete renovation	Completed
Howard Langton	Complete renovation	Completed
India Basin Shoreline Park	New facility	Phase I completed
Japan Peace Plaza (ramp)	Access upgrade	Completed
Julius Kahn Clubhouse	New facility	Completed
Kezar Stadium	New facility	Completed
King Pool	Complete renovation	In design
Laurel Hill Play Area	Complete renovation	Completed
Marina Accessible Docks	New ramps	In design
Marina Master plan	Partial renovation	In design
McKinley Square	Complete renovation	In construction
McLaren Lodge	Bathroom upgrade	Completed
McLaren Lodge	Entry ramp	In design
McLaren Reservoir	Complete renovation	Completed
Mission Pool	Access upgrade	In design
Noe Beaver	Partial renovation	Completed

Facility	Scope	Status
Pioneer Log Cabin	Partial renovation	Completed
Potrero Hill Rec Center	Complete renovation	In construction
Precita Park Play Area	Complete renovation	Phase I completed
Randall Museum	Partial renovation	Phase I completed
Richmond Center	New facility	In design
Sharon Building	Partial renovation	Completed
South of Market Center	New facility	Completed
Stern Grove Clubhouse	Partial renovation	Completed
Strybing Arboretum	Accessible turnstile	Completed
Sunset Recreation Center	Bathroom upgrade	Completed
Tenderloin Center	New facility	Completed
Tennis Court Resurfacing	Includes accessible paths	Completed
Washington/Hyde Park	New facility	In construction
Wawona Clubhouse	Complete renovation	In design
West Portal Play Area	Complete renovation	Completed

Golden Gate Park

In June of 1994, a separate Transition Plan was developed specifically for Golden Gate Park. This plan supplements the information provided in the department-wide plan. The access-related projects recommended are far ranging in scope. They include upgrade of all restrooms, a system of accessible pedestrian paths, and the upgrading of all public buildings. As in the City-wide plan, projects have been prioritized into "A" and "B" categories. These improvements will be accomplished with funds allocated through the 1992 Golden Gate Park Bond program. Many of the major buildings in the park have been or are in the process of being upgraded with other funding sources. These include the deYoung Museum, Asian Art Museum, and California Academy of Sciences (under a separate authority), as well as the Band Stand, the Pioneer Log Cabin, the Stables and Beach Chalet. This plan can be obtained by calling the office of Park Planner, Deborah Learner at 666-7089.

3COM/Candlestick Park

A separate self evaluation and transition plan was prepared for Candlestick Park by Thornton Architects in 1992. It reported that the ADA upgrade of much of the basic structure of the stadium such as interior seat decking and concourse ramps was financially unfeasible. However, many other areas of the stadium have been made accessible, such as restrooms, the main concourse, offices and concession stands, and accessible seating has been installed in areas that were remodeled. In addition, a second elevator was built to provide access to new accessible seating positions in the cross-aisle areas. All of the stadium renovation projects in the past decade had been reviewed and approved by the appropriate city agencies in terms of access. However, a complaint filed since the passage of the ADA has caused us to reconsider whether these improvements, in fact, comply. As a part of the negotiations with the Department of Justice and the City Attorney's office regarding this complaint, and in an attempt to avoid litigation, the department has agreed to develop a more thorough analysis of the stadium, with a particular focus on the luxury suites. The City has also agreed to make further improvements in seating areas throughout the stadium over the next several years. However, given the recent passage of Proposition B (new baseball stadium), and the Forty-Niners' announced plans for a new stadium, the City Attorney's office is discussing alternatives to such a large scale upgrade of a facility that may be demolished in the near future.

Program Accessibility - In addition to making physical improvements, the department has adopted other policies to maximize compliance with ADA. Meeting notices and other announcements contain information on accessible transportation, and offer alternative formats (e.g. large print) when requested. An assistive listening device is available for the hearing impaired, and persons with hearing impairments are also provided with sign language interpreters upon request as required by law. TDD's (telephone devices for the hearing impaired) have been installed at several sites

The department has also purchased a series of training videos that are provided to staff wishing to learn basic sign language communication skills. Several sensitivity training workshops have been held to help make the staff of the Recreation Division aware of the needs of the disabled as well as our responsibilities under the law. Additional workshops are being scheduled to train structural maintenance staff in building code issues.

Assisted Recreation Division
Project Insight

Project Insight and the V.I.P. Program for the Visually Impaired offer programs for children and teens who are hearing and visually impaired. In 1994, an early intervention program was added for infants who are developmentally disabled, and in 1995 an after school program for deaf preschool and a Saturday program for deaf adults were added. The goal of these programs, which operate out of Laurel Hill Playground, is to provide a safe, supportive and fun environment in which to learn living skills and to interact with peers and people of different ages and backgrounds. The annual budget for this program is approximately $131,000.

Children's Programs

In 1993, the department, using funds from the Mayor's Office of Children, Youth and their Families, requested the development of a master plan which identified the needs of children and youth with disabilities in the City and County of San Francisco, and translated these identified needs into a practical and workable five-year plan for recreation services for children and youth with disabilities. The project included an analysis of all existing programs, a demographic survey of neighborhoods, neighborhood meetings and workshops, and an analysis of potential fundraising opportunities to assist in the implementation of the five-year plan. This plan recommends several major changes in department policy including the establishment of a Disability Advisory Committee, a Disability Services Coordinating Council, a Division

of Disability Services, an Assistant Recreation Supervisor to coordinate these efforts, improve communications and outreach to the public, improved transportation programs, and an ongoing process to monitor implementation of the Transition Plan.

The Americans with Disabilities Act is a complicated and ambitious program. Many of the code issues and requirements to make a facility "program accessible" are open to interpretation. In some areas such as access to marinas and playground equipment, there are no approved building codes extant. The City's implementation policies are guided by Paul Imperiale, the Mayor's Citywide Disability Access Coordinator in terms of program accessibility, and Richard Skaff of the Bureau of Building Inspection who oversees building code compliance. The City Attorney's office provides legal interpretation, much of which is based on precedent established through litigation. The department's ADA Coordinator works closely with these departments in an attempt to make its programs and facilities as accessible as possible, given today's financial realities. If you have questions regarding the department's ADA policies you may call Tim Lillyquist at 666-7080.



● LOCATION OF ACCESS RELATED PROJECTS COMPLETED OR UNDER CONSTRUCTION

City and County of San Francisco

Real Estate Department

Office of the
Director of Property

January 3, 1997

ADA Transition Plans

Paul Imperiale
Citywide Disability Coordinator
401 Van Ness Avenue, Room 402
San Francisco, California 94105

Dear Mr. Imperiale:

In response to the Mayor's memo dated December 9, 1996 and your memo dated December 18, 1996, the Real Estate Department's review of our transition plans are as follows:

1660 Mission Street: Attached is an "Accessibility Deficiencies for 1660 Mission Street" list as of June 1996. Of the 54 items originally listed, only one issue remains; that being the alcove dimension of the urinals in the men's rest rooms on floors 2-6. This corrective work will start on January 6, 1997, and will be completed by the end of February at a cost of $5,250. Funds to pay for the work will be paid out of non-General Fund revenue sources and will not require Capital Improvement Project funds.

Hallidie Plaza: At this point in time, the Hallidie Plaza has not been surveyed, but the installation of an elevator is to be started this fiscal year. It is my understanding that funds have been allocated for this project.

Ms. Claudine Venegas of this office will contact you shortly to schedule an appointment to inspect the plaza for program accessibility. This inspection should determine if Bureau of Architecture needs to conduct a survey.

25 Van Ness Avenue: Attached is an updated ADA Transition Plan as of December 23, 1996. In addition, I have enclosed comments to the questions you have asked in your letter of December 18, 1996. Two major issues contained therein not only pose a financial issue, but also a feasibility issue.

1. The sidewalk curb cuts at the corner of Van Ness Avenue and Oak Street. We have received an estimate of $83,000± from DPW to move this curb cut into the crosswalk. DPW determined that this project was not cost effective for them to fund the project. Maybe this project should be submitted to CIAC for consideration.

554-9850
FAX: 552-9216
H:\WP\ADATRANP.DOC
25 Van Ness Avenue, Suite 400
San Francisco, 94102

2. Slope of entrance into the building. Again the sub-sidewalk basement structure is excessively expensive to correct, based on previously obtained construction cost estimates; thus handrails.

If you need any additional information regarding this matter, please contact me at 554-9877.

Sincerely,

Harry J. Quinn
Assistant Director of Property

cc: Bevan Dufty, Mayor's Office
Mariam Morley, City Attorney's Office
Steve Agostini, Mayor's Budget Office
Neal Taniguchi, Administrative Services, CIAC

HQ:kb

25 VAN NESS AVENUE

Who is responsible for implementation of the plan?

Larry Jacobson - (415) 554-9863

Is the ramp into the building within the 1:12 standards for slope?

No. There are handrails. Sub-sidewalk basement prevents rebuilding sidewalk.

The plan is concerned with on-street accessible parking. Are the curb cuts associated with this parking in compliance?

The ramps conform to federal guidelines.

Will the public telephones have TDD's?

Yes, and there is an electric outlet next to public phones for individuals carrying a TDD.

Does the office of the Real Estate Department have a TDD?

There is a TDD phone in the 25 Van Ness building on the first floor.

Will the public telephones be at the correct height?

Yes.

Will there be signage at the public telephones indicating where TDD's are available if they do not have TDD's?

Yes.

Does the NCT theater have an assistive listening system?

No. This is the first request. The NCT manager says that the theaters are too small to benefit from assistive listening system. Since NCT is a tenant, when the lease is renewed, there will be language requiring the tenant to conform to all ADA requirements.

Why are the drinking fountains being provided with cup dispensers instead of being relocated to conform with the height requirements? Paper cup dispensers do not work for people with hand impairments.

Paper cups are the current alternative.

Do the handrails for the stairs identified in phase II comply with code?

The Phase II apparently does not identify stairs needing handrails.

The full time guard at the front door is not a solution for lack of access. The Access Appeals Commission has repeatedly not allowed the use of a door attendant or guard to get around a complying door. In all the times I have entered the building, the guard has yet to move from his desk to assist.

The front door now has a power opener; persons with disabilities have unassisted entry.

DEPARTMENT OF BUILDING INSPECTION
City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414

MEMORANDUM

DATE: November 27, 1996

TO: Frank Y. Chiu, Director

THROUGH: William Wong, Deputy Director, Inspection Services

FROM: Carla Jean Johnson, Acting Senior Building Inspector, DAD

SUBJECT: 1660 Mission Street ADA Transition Plan

On October 29, 1996 Alan Lucas and I conducted a final walk-thru of the building for a status report on the compliance with the ADA Transition Plan. The original Accessibility Report prepared by Accessible Environments Inc and updated by DBI was used as the base reference document. 54 items were on the original list. Of these 54, 15 items were complying or outside of DBI's jurisdiction and required no work. 37 items have been corrected and one item only remains. The last outstanding issue is the alcove dimension for the urinals in the men's restrooms on all floors. This was shown on the report as Item A 1 originally on page 23, updated as page 7.

On November 13, 1996, Alan additionally submitted a request for an unreasonable hardship exception on one of the ramp handrail locations. This request is approvable administratively based upon the work station requirements for the clerks in CPB. I have attached a copy of his documentation for your review. In summary, I am happy to report that the work is substantially complete. I will keep you informed as progress is made on the last remaining item.

cc: Alan Lucas
Jim Hutchinson
Peter Burns

Accessibility Deficiencies For 1660 Mission

The following table identifies items that did not comply with the Survey Standards. Items are referenced from the Accessibility Survey Report by the columns titled "Reference & Page Number", and "Item".

The column titled status June 1996 reflects items which have been inspected for compliance by the Disabled Access Division's staff.

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
	Site Access				
A-F, page 1	Exterior Signs and Identification	Not installed	Sign at each entry to be installed	1	Complete
	Walks, Sidewalks and Path of Travel				
A & D, page 2	Accessible route from parking and transportation	Slope of Sidewalk exceeds 1:20	Refer to DPW Streets and Sidewalk Division: Sidewalk is not in jurisdiction of building occupants; Sidewalk gradient is an existing condition.	1	Not in DBI jurisdiction
A, page 3	Number of disabled parking stalls	No designated parking	Disabled parking designated at street level parking lot	1	Complete
	Curb Ramps				
B, C, D, & H, page 3 and I, K, page 4	Width, slope, landing, border, flares and within crosswalk	Four ramps do not meet minimum with and landing maximum slope or prescribed border. Curb ramps not within sidewalk.	Notify DPW Curb Ramp Program Manager: Curb ramps are not in jurisdiction of building occupants.	1	Not in DBI jurisdiction

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
	Building Access (Interior)				
	Protruding Objects				
A, page 5	Headroom	X-bracing reduces headroom on 2nd thru 6th floor	X-Bracing when occurs at a corridor, hall or other path of travel will be indicated by furniture, planting or other fixed detectable warning. X-bracing in offices, conference rooms or other similar condition are not deficiencies.	1	Complete
B, page 5	Protruding objects	1st and 3rd floors	A detectable warning to be added below 27" at location 11, 2, & 3	1	Complete but will need to be redone with fire resistive material
B, page 5	Protruding objects	4th floor	location 25: is indicated in multiple locations, where indicated at workstations along windows are not in path of travel. Each location to be evaluated individually for proximity to path of travel and detectable warning added were appropriate.	1	Complete
		4th floor	A detectable warning to be added below 27" at location 13 Location 27 & 28, maintain or provide detectable warning via furniture placement.	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
		5th floor	A detectable warning to be added below 27" at location 5.	1	Complete
		6th floor	None: location 32 and 34 not in path of travel, location 33 not identified on plan.		No action needed
B, page 6	Protruding objects	6th floor	Appears to be redundant item from page 5, see above.		No action needed
	Controls over an obstruction/reach range	Counter tops at locations 10 exceed 34" in height	None: at each case exceeds height by 1/4" or less; within ADA construction tolerance.		No action needed
A2, page 8	Corridors	Corridor on 5th floor location 8 is 2-1/4" too narrow and 6th floor location 11 is 3/8" too narrow.	Remove electrical outlets and cap "J" boxes.	1	6th floor done 5th floor not a corridor. No violation existing
	Controls and Operating Systems.				
A, page 8	Height of outlet	2nd floor - location 17 3rd floor - location 4 6th floor - location 2	Remove electrical outlets and cap "J" boxes.	1	Not a Title 24 violation. Complies
B, page 9 thru 11	Height of switches and controls	1st floor, location 2, outlet ½" too high. 2nd thru 6th floors thermostats mounted 3/16" to 1-5/8" too high.	Lock boxes have been installed on the thermostats restricting the use of these switches by the occupants of the room, therefore abating this item under Title 24, Section 380-8. The first floor switch box was removed, abating that location.		Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
C, page 12	Ramps	1st floor location 4 exceeds 1:20 or 5% slope and has no handrail.	The slope of this ramp exceeds 1 inch rise to fifteen feet of horizontal run on the employee side of the counter on the first floor and clearly requires handrails under Title 24 Section 3307(e.1). The ramp at the entrance from the exterior parking area has non-complying top and bottom landings and the exit door encroaches info the clear space, violations under Title 24 Section 3307(d.1).	1	The employee side of the counter is equipped with two required handrails. Complete The exterior ramp was removed this area now complies
	Entrances				
B, page 13	Signage at entrances/exits	Signage not present at all entrances	Install signs	1	Complete
	Doors				
A, page 13	60" level space on swing side of door.	Dimension less than 60" 2nd floor, location 22 3rd floor, location 3 4th floor, location 14 5th floor, location 22 6th floor, location 1, 8 & 22	Remove second door to eliminate vestibule condition.	1	Complying[1] (See footnote)
B, page 13	48" level space on opposite side of door swing.	Dimension less than 48" 1st floor, location 15 6th floor, location 28	Determined to be level to 48"		Complying

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
D 1, page 14	Door width minimum 36"	1st floor, location 1, 2, & 3 1st floor, men's and women's restroom 4th floor, location 1-10, 12, 52, &53 6th floor, location 12	35-5/8" at exit doors, within industry standard.	1	Complying[2] (See footnote)
H	Bottom ten inches of doors flush	1st floor location 1, 2, 3, & 4 locks project 1/18" from surface	Replace locks	1	Complete
A, page 15	Hardware centered 30 to 44" AFF.	2nd floor, location 18 6th floor, location 9	None Door is to access equipment.		Complying
C 1, page 15	Allowable closer pressure 5 lbs for interior doors.	1st floor, location 1,2 & 3 1st floor, mem's restrooms 2nd floor women's restroom 3rd, 4th, 5th floor men's & women's restrooms 6th floor women's restroom	Adjust closer or replace closer at each location to meet requirement.	1	Complete
C 2, page 15	Allowable closer pressure 8.5 lbs for exterior doors.	1st floor entrance doors 1, 3 & 4	Adjust closer or replace closer at each location to meet requirement.	1	Complete
D, page 16	Threshold exceeds ½ w/90 degree change	4th floor men's, 1/4" too high 5th floor women's, 1/8 too high 5th floor men's, 1/16 too high	Shim or provide underlayment at carpet; 5th floor men's within construction tolerance.	1	Complete
E, page 16	Door closer timing min. 3 seconds	1st floor loc. 12, 2nd floor loc. 16, 3rd floor women's restroom, 4th floor women's restroom, loc. 13 & 51 and 5th floor loc. 23 & 22.	Adjust timing on closer to plus 3 seconds.	1	Not a Title 24 requirement complying

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
A, page 17	48" clear space at vestibule.	2nd floor, location 22 3rd floor, location 3 4th floor, location 14 5th floor, location 22 6th floor, location 8	Remove one door at each vestibule	1	Complying[1] (See footnote)
	Facility Services				
	Drinking Fountains				
A, page 18	Alcove width 32"	4th and 6th floor 31-3/4"	None: within construction tolerance.		Complete
B, page 18	Alcove depth 18"	2nd, 4th, 5th, & 6th floors vary from 16-5/8" deep to 17-1/8" deep	Depth of alcove may be increased by addition of trim molding around alcove.	1	Complete
H, page 18	Water Spout trajectory substantially parallel with front	Floors 2 thru 6, 10 degrees off parallel from front.	None: 10 degrees off parallel is substantially parallel		Complying
A 1, page 19	Height of work surfaces 34"	1st floor security guard station 36-1/8" high 4th floor location 23-34 1/4" high	Security guard station is an employee work station will modify when required by employee. Location 23 is within construction tolerances.		Complying[4] (See footnote)
	Accessible Route through employee areas				
A, page 19	36" clear passage	Too narrow 1st floor, location 4 5th floor, location 26 6th floor, location 31	Relocate furniture/bookcases	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
	Restrooms				
B, page 20	60" clear on swing side of door	4th floor, women's restroom, 49-7/8" clear	Reverse swing of door	1	Complete
E, page 20	Signage with Braille and raised letter	Floors 1-6 restrooms -Braille not provided	Replace or modify signs to include Braille.	Completed	Complete
	Multiple Accommodation Toilet Rooms				
B 1.3, page 20 & 21	60" clear at stalls with side doors	Toilet paper dispenser encroaches by + 2-1/2" at 2-6 floors	Relocate dispenser	1	Complies[5] (See footnote)
B 4, page 22	Water closet 18" from near wall	1/4" to 1" variation 2nd - 3rd floor restrooms and 2nd , 3rd & 5th floor men's restroom	Prior construction, complied with T-24 at time of construction.		Complies[6] (See footnote)
	Urinals				
A 1, page 23	17" maximum from floor	4th floor 17-1/2"	Relocate	1	Complete
A 5, page 23	36" wide alcove	2 thru 6 floors 31-1/2" to 34"	Relocate partition	1	To be done
	Lavatories				
B 3, page 24 & 25	29" clear to 8" back of apron	All lavatories do not meet this requirement condition varies each location, worse condition 1" deficient.	Prior construction. However, current permit obligates accessible restroom. Providing the addition space under the lavs may be a hardship, else relocate lavatories in all restrooms.	2	Complete
B 3.5, page 25	Mirrors mounted 40" AFF	1st floor men's and women's mounted +42"	Remount mirrors to be 40" AFF or less.	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
C	**Stall Doors**				
C 2, page 25 & 26	Side opening stall door min. 34" clear	Stall doors for men's and women's restroom floor 1-6 are either 33-1/8 or 33-1/4" wide, none are 34"	Replace partition/door	1	Complete
C 4, page 26	No pinching or grasping of stall door hardware	Pinching require floor 1-6 men's and women's.	Replace hardware	1	Complete
C 5, page 26 & 27	Coat hooks within 54" AFF	Women's 3rd-6th floors and men's 5th and 6th @+66-1/2" AFF	Add additional coat hooks at proper height	1	Complete
C 6, page 27	Stalls to have self closer	6th floor men's and women's have no closures.	Install closer	1	Complete
D	**Water closets**				
D 2, page 27 & 28	Centerline of W.C. to be 18"	2nd floor women's - 18-1/2", men's - 19-1/8" 3rd floor men's - 19-1/4" 4th floor women's - 18-1/2" 5th floor men's - 18-1/4"	Existing construction. However, current permit obligates accessible restroom. Conditions under 19" within construction tolerance. Conditions over 19" may be a hardship, else relocate.	2	Complies[7] (See footnote)

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
D 3, page 28	Toilet seat height 17 to 19" high	1st floor men's - 19-1/2" 2nd floor women's - 19-1/4", men's - 20" 3rd floor men's - 19-7/8" 4th floor women's - 19-1/2" 5th floor women's - 19-3/8" 6th floor women's - 19-1/4", men's - 19-5/8"	Existing construction. However, current permit obligates accessible restroom. Conditions over 19 will be corrected by replacing seat.	1	Complete
D 4.a, page 28	Toilet paper dispenser 12" in front of water closet.	2nd floor women's - 13", men's - 14-1/2" 3rd floor women's - 15" 4th floor women's - 12-1/2" 6th floor women's - 13-1/2"	Existing construction. However, current permit obligates accessible restroom. Relocate dispensers.	1	Complete
D 4.b, page 28 & 29	Toilet paper dispenser 36" from wall rear of water closet.	1st floor women's - 39-3/4" 2nd floor women's - 38", men's - 39" 3rd floor women's - 42-1/8" 5th floor women's - 37-1/2", men's - 37-1/6" 6th floor men's - 39-1/2"	Existing construction. However, current permit obligates accessible restroom. Relocate dispensers when condition allow and also meet T-24 requirement above. At conditions were this contradicts above T-24 will be followed.	1	Complete
E, page 29 & 30	Paper, soap, toilet seat dispenser etc. to be max. 40" AFF to operable parts	Seat cover dispenser at each restroom exceeds maximum by 2 to 3 inches.	Remount dispensers at all locations.	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
	Grab Bars				
A	height 33' above and parallel to floor	1st floor men's side bar 33-3/4" men's rear bar 33-3/4", women's side bar 33-1/2", women's rear bar 33-1/2" to 33-3/8" 2nd floor men's side bar 33-7/8", men's rear bar 33-7/8", women's side bar 34", women's rear bar 33-7/8" to 33-3/4" 3rd floor men's 33-7/8", women's 33-7/8" 4th floor men's side bar 33-7/8" & rear bar 33-3/4", women's side bar 34 to 33-7/8", women's rear bar 33-7/8" to 33-3/4" 5th floor men's side bar 33-3/8", men's rear bar 33-1/2" to 33-3/8" women's side bar 33-3/8" to 33-3/16", women's rear bar 33-3/8" to 33-9/16" 6th floor men's side bar 34" & rear bar 34", women's side bar 35-5/8" to 33-3/4", women's rear bar 34"	Existing construction. However, current permit obligates accessible restroom. Relocate grab bars.	I	Complete & Complying[8] (See footnote)
C 3, page 32 & 33	Front of end located 52" from toilet rear wall	Man's and women's restrooms on 2nd thru 6th floors 11/4" to 1" short of 52"	None: the grab bars meet T-24 standards if relocated to meet ADA they will no longer meet T-24 standard.	N/A	Complying
E, page 33	Space between wall and grab bar 1-1/2"	1st floor restrooms are as far as +/- 2-1/2" space at corner. 2nd - 6th floors +/- 1-1/4" space	Replace 1st floor, 2nd - 6th floors grab bars.	I	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status June 1996
H, page 34	Grab bars to support 250 lbs.	1st, 2nd & 6th floors women's questionable strength.	Test all grab bars, remount grab bars the fall.	1	Complete
G, page 33	No sharp edges at grab bars	Cracked tile at women's 6th floor grab bars.	Replace tile.	1	Complete

Footnotes:

[1] These doors lead to the vestibules and landings which serve the exit stair enclosures. Under the code in effect at the time of remodel, there was no applicable exception to this general door requirement. Clearly this requirement is to allow sufficient maneuvering space at doors for wheelchair users and other people with mobility impairments. Stairs do not provide access for most people with these disabilities. The new Title 24 effective April 1, 1994 contains a specific exception under Section 3301(h) Entrances, Exception 1: Exterior ground-floor exits serving smokeproof enclosures, stairwells, and **exit doors serving stairs only need not be made accessible.**

[2] The measurements taken door jamb to door jamb consistently provide 36" (and often then some). The doors themselves have been planed up to 3/8" as is consistent in the industry. These doors each provide 33" minimum clear when the door is open 90 degrees. This is not an item that we would typically call out as a violation under Title 24 Section 3304(f).

[3] See footnote #1 above. These doors lead to vestibules serving the fire stairs.

[4] The height of this counter complied with the Title 24 in effect at the time of construction.

[5] There is no specific code section which says that a toilet paper dispenser cannot encroach on the side of the required clear areas within the stalls. Although we would not call this as a specific violation, flush mount dispenser units are clearly preferable.

[6] This complies fully with the Title 24 in effect at the time of construction. ADA requirement only.

[7] This item is a repeat from page 22 of the report (see footnote #6). This condition complied with the Title 24 in effect at the time of construction. ADA requirement only.

[8] Technically, the grab bar shall be installed at 33" on center. Practically, when the 33" measurement falls within the diameter of the bar, we accept this as complying. Relocating the grab bars within such a close range could lessen the ability of the grab bar to sustain a 250 pound point load as required.

CITY AND COUNTY OF SAN FRANCISCO
TRANSITION PLAN FOR
25 VAN NESS AVENUE

January 25, 1995
Revised December 23, 1996

REAL ESTATE DEPARTMENT
25 VAN NESS AVENUE, SUITE 400
SAN FRANCISCO, CA 94102

STATEMENT

CONCERNING STANDARDS UTILIZED

IN SURVEY INSTRUMENT FOR TRANSITION PLAN

The accessibility survey instrument utilized for this Transition Plan was prepared by the Bureau of Architecture and title "Disabled Access Survey Form, Revision 8, Version July 22, 1992." The survey instrument incorporates the most restrictive provisions of the following standards:

1. Title 24, California Administrative Code, California State Accessibility Standards Interpretive Manual 7/19/89

2. Uniform Federal Accessibility Standards (UFAS) 4/1/88

3. Americans with Disabilities Act of 1990, Accessibility Guidelines, 7/91

These accessibility guidelines conform with Title II of the ADA as well as the UFAS or Title III ADA accessibility guidelines. Building improvement projects in the public areas of 25 Van Ness Avenue utilized both ADA and UFAS guidelines and comply with the most restrictive of either code. If the codes conflict such that compliance with both is impossible, we rely upon the UFAS standard. In addition, any remodeling or construction work at 25 Van Ness Avenue complies with the State Building Code, Title 24, of the California Administrative Code.

INTRODUCTION

This Transition Plan describes Real Estate Department of the City and County of San Francisco's program to ensure that services and activities conducted in 25 Van Ness Avenue are accessible within the meaning of the Americans with Disabilities Act (ADA) of 1990. This program includes some elements that result in a level of accessibility exceeding the ADA's requirement of program access. This Plan focuses on:

All public areas within the building which are within the purview of the Director of Property as the landlord for the building. More specifically, these areas include:

- Paths of travel from the accessible parking spaces on Hickory Street and Oak Street to and through the Van Ness Avenue entrance to and through all hallways.

- Services, i.e., rest rooms, drinking fountains, and telephones that are available for the general use of the public using the building.

PLAN

The Bureau of Architecture has provided the Director of Property with an accessibility survey of all public areas in the 25 Van Ness Avenue building.

To address the needs identified in the survey, the Director of Property, or his designees, in working with staff of the Bureau of Architecture, as well as the Mayor's Disability Coordinator, developed a three-phased Transition Plan.

> Phase I encompasses a set of projects which have been initiated using available funding sources. These projects are complete.
>
> Phase II encompasses a second set of projects which were completed in January 1994.
>
> Phase III encompasses a set of projects which need further study to determine whether alternatives are available.

These three phases of the overall transition plan are described below in more detail and summarized in Attachment A.

Phase I

As noted above, Phase I includes a set of high priority projects which have been accomplished with available funds. These projects include bringing into ADA conformance all tenant space built out between September 1, 1992 and May 31, 1993, including wheel chair lifts, path of travel, work surface heights, and toilet accessibility.

Phase II

Phase II involved a set of projects which were completed in January 1994. The projects included:

> Phase IIA - replacement of the elevator panels in the two main elevators.
>
> Phase IIB - accessible mens and women's rest rooms, drinking fountain, interior signage, safety strips on all stairs, warning mats around all wall-mounted drinking fountains.

Phase III

Accessible items either not under control of the Real Estate Department such as handicapped parking spaces or items which are subject to a review of various alternatives. The study was completed February 1, 1994.

Schedules for completion of these projects are attached.

Attachment A

25 VAN NESS AVENUE ACCESSIBILITY TRANSITION PLAN SUMMARY MATRIX

Phase	Projects	Completion Date
I.	Floors 1, 3, 4, & 8 Tenant build out, work surface heights, stairs, wheel chair lifts, exit signage, path of travel	Completed
II.	Signage in conformance with ADA standards	Completed
	Elevators: Controls and telephone in conformance with ADA standards.	Completed
	Stairs: Nosing safety strip rails	Completed
	Rest rooms: Stall lock operation Sink clearance Drain pipe insulation Flushometer Grab bar Paper dispensers (where necessary) Stall widths (60")	Completed
	Drinking Fountains: Cup Dispenser	Completed
III.	Study and recommend:	
	Theatre Seating: provide wheel chair space	March 31, 1997
-	Elevator width 80: (now 68")	N/A
	The elevators do not conform to code guidelines, but are large enough to allow a wheel chair to turn around. There is no plan to replace the existing elevators.	

- Building entrance door pull weight exceeds 5 lbs. Automatic door opener has been installed. — Completed

- Urinal depth (14" from wall/new 12") — N/A

 Each bathroom has a handicapped accessible stall which provides privacy. There is no current plan to replace urinals.

- Handicapped Parking — Completed

 Handicapped parking spaces accommodate vans.

- Public Telephones — Completed

 New public telephones have volume control

LJ:kb
A:\ADA25VN.LTR

PUBLIC UTILITIES COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

WILLIE L. BROWN, JR.
MAYOR

ANSON B. MORAN
GENERAL MANAGER

HETCH HETCHY
WATER AND POWER

SAN FRANCISCO
WATER DEPARTMENT

SAN FRANCISCO
CLEAN WATER PROGRAM

MEMORANDUM

Date: January 31, 1997

To: Honorable Willie L. Brown, Jr.
Mayor

From: Anson B. Moran, General Manager
Public Utilities Commission

Subject: **Americans with Disabilities Act Transition Plan**

Attached are the updated versions of the ADA Transition Plans for the various facilities of the Public Utilities Commission. These include the following sites:

1155 Market Street
425 Mason Street
1990 Newcomb Avenue (CDD)
Millbrae Main Office
Alameda/Sunol Main Office
Harry Tracy Treatment Plant
Sunol Valley Treatment Plant
Pulgas Water Temple
Sunol Water Temple
Moccasin Administration
Harry Tracy Ozone Building
Southeast Community Center
Southeast Greenhouse
Oceanside Plant
M.L. King Childcare Center
Earl P. Mills Community Center
Shorey Childrens Center
Sojourner Truth Childcare Center
Southeast Administration Building

cc: Todd Cockburn, PUC/UEB
Ted Wisnia, PUC/UEB
Clair Nakasue, PUC/Personnel, AA/EEO/ADA

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO PUBLIC UTILITIES COMMISSION

ADA

TRANSITION PLAN

FOR

PUC/UEB OFFICES
1155 MARKET STREET

PREPARED BY:

UTILITIES ENGINEERING BUREAU

JANUARY, 1997

TRANSITION PLAN FOR:

PUC OFFICES

1155 MARKET STREET

STATEMENT

This program report describes tasks that have been done and are required at 1155 Market Street to bring the public service areas and the PUC tenant office improvements into compliance with the terms of the Americans with Disabilities Act (ADA) of 1990.

PHASE I - PUC TENANT OFFICE IMPROVEMENTS FOR 4TH,5TH & 7TH FLOORS

Tenant office space improvements for the PUC/UEB on the 4th, 5th and 7th floors have been completed and these areas are now in compliance with ADA accessibility guidelines.

Cost $126,000 Completed

PHASE II - WASHROOMS ON 4TH, 5TH, 7TH AND 8TH FLOORS

The tenant office improvements for Phase I required upgrading of existing washrooms to meet current ADA accessibility standards. The existing washrooms on 4th, 5th, 7th and 8th floors were remodeled and are now in compliance with ADA accessibility guidelines.

Cost $ 64,000 Completed

PHASE III - ELEVATOR WORK/VAN PARKING

The elevator work listed below has been completed.

Elevator: Control Button Reconfiguration
Emergency Phone
Jamb Tactile Indicators

Cost $5,000 Completed

PHASE IV - PATH OF TRAVEL

The path of travel from the main entrance of the building requires future work that will include the following to meet ADA compliance.

- Front Door Signage/Counter balance adjusting
- Main Entry Door Handle
- Directional Signage
- Directory
- Telephone

Cost $10,000 Completion Date December, 1997

PHASE V - VAN PARKING

Accessible parking close to main entry with striping and signage. A request from City for an accessible on street parking.

Cost $ 2,000 Completion Date December, 1997

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO WATER DEPARTMENT

ADA

TRANSITION PLAN

FOR

CUSTOMER SERVICE DIVISION
425 MASON STREET

PREPARED BY:

SAN FRANCISCO WATER DEPARTMENT

REVISION BY:
PUBLIC UTILITIES COMMISSION
UTILITIES ENGINEERING BUREAU

JANUARY, 1997

TRANSITION PLAN FOR:

CUSTOMER SERVICE DIVISION

425 MASON STREET

STATEMENT

1. This program plan focused on providing access to public service areas within the building, in conformance with ADA regulations.

2. Funding: Capital Improvement Project 843-01 was funded for construction in 1995 and the work is now completed.

3. Summary Matrix

Phase	Description of Work	Cost	
IA	Exterior and Interior Directional Signs and Identification		Completed
	Subtotal	$ 4,000	
IB	Modify Main Entrance Doors Provide Service Counter Access Accessible Drinking Fountain Accessible Public Telephone Modify Door Hardware Modify Elevator Controls Modify Existing Restroom		Completed
	Subtotal	$45,000	
	Project Cost	$49,000	
	Contingency 15%	$ 7,350	
	Total Project Cost	$52,350	

4. Project Design"

A. Project Drawings by DPW Completed

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO WATER DEPARTMENT

ADA

TRANSITION PLAN

FOR

CITY DISTRIBUTION DIVISION (CDD) YARD
1990 NEWCOMB

PREPARED BY:

UTILITIES ENGINEERING BUREAU

JANUARY, 1997

TRANSITION PLAN FOR

SAN FRANCISCO WATER DEPARTMENT

CITY DISTRIBUTION DIVISION (CDD) YARD

STATEMENT

This program plan focuses on providing access to the CDD yard public service areas that support the shop maintenance complex operations in conformance with ADA regulations. A multi-year Capital Improvement will be funded to commence assessment and construction of the Water Departments ADA needs. Implementation will be completed in 2000.

PHASE I

CITY DISTRIBUTION DIVISION OFFICE BUILDING

The City distribution office building public-serving areas require work to bring these facilities into compliance. Facilities requiring access work are parking area, entry and path of travel and all shared facilities.

ADA access requires the following work:

1. Provide accessible parking facilities and new signage.
2. Provide curb cuts and ramp to front door.
3. Modify toilet facilities including water closets/urinals, lavatories, enclosures and clearances for wheel chair access.
4. Modify door hardware.
5. Provide visual fire alarm detection system.
6. Provide accessible telephone and drinking fountain.
7. All other miscellaneous ADA upgrade work.

PHASE II A & II B

CDD WAREHOUSE AND SHOP BUILDING

The CDD warehouse and shop building require accessibility work at public access areas.

IIA - ADA access requires the following work at the warehouse:

1. Modify accessible parking/signage.
2. Modify existing ramp.
3. Modify rest rooms.
4. Modify door hardware.
5. Provide visual fire alarm detection system.

IIB - ADA access requires the following work at the shop building:

1. Provide accessible parking/signage.
2. Modify counter.

CITY DISTRIBUTION DIVISION TRANSITION PLAN

PHASE	WORK	CONSTRUCTION COST	COMPLETION/DATE
I	- Parking/Signage - Curb Cuts/Ramp - Toilets - Doors - Fire Alarm - Telephone/D.F. - Miscellaneous	250,000	June, 2000
IIA	- Parking/Signage - Ramp - Rest Rooms - Doors - Fire Alarm	100,000	December, 2000
IIB	- Parking/Signage - Counter	20,000	December, 2000
	TOTAL	**$370,000**	

NOTE: Prices include a 30% contingency.

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO WATER DEPARTMENT

ADA

TRANSITION PLANS

FOR

WATER SUPPLY AND TREATMENT DIVISION

MILLBRAE MAIN OFFICE

PREPARED BY:

SAN FRANCISCO WATER DEPARTMENT

REVISED BY:

UTILITIES ENGINEERING BUREAU

JANUARY, 1997

TRANSITION PLAN FOR

1. MILLBRAE MAIN OFFICE

STATEMENT

This program plan describes tasks required to bring public-serving areas within building areas into compliance with the terms of the Americans with Disabilities Act (ADA) of 1990. The program of construction for the Water Department's ADA needs has been underway since 1995 and the work is scheduled for completion in 1997.

PHASE I

MILLBRAE MAIN OFFICE - The public-serving area consists of accessible parking south of the building and the path of travel into and through the entry, lobby, and hallways. Facilities requiring access are the reception desk, three conference rooms, a drinking fountain, restroom facilities, and the public telephone.

ADA access requires the following work:

1. Provide curb ramps to accessible parking spaces. Install new signage.

2 Provide all necessary signage, including building directory.

3. Modify door hardware, light switch height, etc. to meet accessibility standards.

4. Retrofit existing telephone.

5. Retrofit existing drinking fountain, including barriers or floor coverings.

6. Lobby reception counter to be accessible.

7. Modify sidewalk for accessible path of travel from street to facility.

8. More technical requirements such as strobe lights will be provided in the planned major renovation of the building for safety work.

ATTACHMENT

WATER SUPPLY AND TREATMENT DIVISION TRANSITION PLAN

PHASE I	MILLBRAE MAIN OFFICE	CONSTRUCTION COST	COMPLETION DATE
I.A.	- Sidewalk Modifications for accessible path of travel - Curb Ramps at Accessible Parking		Spring, 97
I.B.	- Door Retrofit (hardware, threshold, etc.) - Telephone Retrofit (mounting ht., cord length, etc.) - Light Switch Height		Summer, 97
I.C	- Accessible Parking Signage - Building Directory - Accessible Building Entrance Signage - Accessible Facilities Signage - Drinking Fountain Retrofit (floor covering partition, etc.)		Summer, 97
I.D.	- Receptionist Counter Modification		Fall, 97
	(Includes 30% Contingency)	**S 80,000**	

NOTE: Strobe lights excluded - approximate cost is $40,000.

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO WATER DEPARTMENT

ADA

TRANSITION PLANS

FOR

WATER SUPPLY AND TREATMENT DIVISION

PULGAS WATER TEMPLE
ALAMEDA/SUNOL OFFICE
HARRY TRACY TREATMENT PLANT
HARRY TRACY OZONE BUILDING
SUNOL VALLEY WATER TREATMENT FACILITY
SUNOL WATER TEMPLE

PREPARED BY:

SAN FRANCISCO WATER DEPARTMENT

REVISED BY:

UTILITIES ENGINEERING BUREAU

JANUARY 1997

TRANSITION PLAN FOR

1. Pulgas Water Temple
2. Alameda/Sunol Office
3. Harry Tracy Treatment Plant
4. Harry Tracy Ozone Building
5. Sunol Valley Treatment Plant
6. Sunol Water Temple

STATEMENT

This program plan describes initial tasks required to bring public-serving areas within City facilities into compliance with the terms of the Americans with Disabilities Act (ADA) of 1990. A multi-year Capital Improvement Project will be established for construction of the Water Department's ADA needs.

PHASE I

PULGAS WATER TEMPLE - The public-serving area consists of the parking lot, paths, grounds, the temple itself, and two portable toilets. At present this facility is under consideration for historical landmark status; therefore, for the time being we will refrain from any modifications required for accessibility which may impose on the historical integrity of the structure and site. In exchange, measures to provide equivalent facilitation to people with disabilities will be implemented

The following work is required:

1. Installation of one accessible drinking fountain.
2. Install an accessible information kiosk containing photographic views taken from the temple landing.
3. Install new accessible parking signage and directional signage to accessible path, drinking fountain and restrooms.
4. Upgrade existing accessible prefabricated toilets to meet current standards.
5. Grade and pave path from street to parking and temple.

PHASE II

ALAMEDA/SUNOL OFFICE - The public-serving areas consists of the parking area, the path of travel on the ramped access to the main office, the office conference room and single occupancy toilet.

The following work is required:

1. Improve signs and striping at parking area.
2. Replace handrail and modify ramp.
3. Minor modifications to single occupancy toilet including signage, grab bar mounting, and urinal height.
4. Install signs, as required.
5. Modify stair nosing/handrail.
6. Modify fire alarm system/strobe lights.
7. Modify switch and control mounting height.

PHASE III

HARRY TRACY WATER TREATMENT PLANT - The public-serving area of the plant consists of the parking area, the path of travel into and through the main reception lobby and building hallways, and the central restrooms.

The following work is required:

1. Provide accessible signage throughout
2. Re-stripe the accessible parking stall to allow for Van Accessible parking.
3. Modify handrails and striping at exterior stair.
4. Modify existing restrooms by eliminating undersized vestibules, installing an accessible lavatory and mirror in the women's, installing an accessible urinal in the men's, replacing side grab bars in both accessible toilet rooms, and other misc. minor changes.
5. Modify fire alarm system to include visual signals.

PHASE IV

HARRY TRACY OZONE BUILDING - The public serving area of the building consists of the parking area, the path of travel through the lobby and the restrooms.

The following work is required:

1. Remove/modify protruding objects.
2. Lower urinal/wrap pipes under sink.
3. Provide signage.
4. Modify handrails.
5. Modify control and outlet mounting height.
6. Modify fire alarm system/strobe lights.

PHASE V

SUNOL VALLEY WATER TREATMENT FACILITY - The public-serving area of the plant consists of the parking area, the path of travel into and through the main reception lobby and building hallways. Facilities requiring access are the restrooms and the drinking fountain.

The following work is required:

1. Disabled parking.
2. Provide ramp to accessible entrance/curb cuts.
3. Provide signage/directory.
4. Modify/provide new drinking fountain.
5. Modify toilets, urinal, water closets, grab bars and clearances.
6. Lower switches and controls.
7. Modify door hardware and provide clearances at door swings.
8. Modify stair handrails, treads and nosings.
9. Modify fire alarm system/strobe lights.

PHASE VI

SUNOL WATER TEMPLE - This structure is closed to the public due to structural and safety problems. ADA access will be addressed in the repair and modification of the temple.

ATTACHMENT

WATER SUPPLY AND TREATMENT DIVISION TRANSITION PLANS

PHASE I

Pulgas Water Temple	**Construction Cost**	**Completion Date**
- Drinking Fountain - Kisok - Parking - Signage - Toilets - Grade/Pave	**$ 19,000**	**1998**

PHASE II

Alameda/Sunol Main Office

- Parking - Ramp - Toilets - Signs - Stairs - Doors - Controls - Fire Alarm	**$80,000**	**Spring/2000**

PHASE III

Harry Tracy Water Treatment Plant

- Signage - Parking - Handrails - Toilets - Showers	**$31,000**	**Spring/2000**

PHASE IV

Harry Tracy Ozone Building	**Construction Cost**	**Completion Date**
- Protruding Objects - Urinal/Pipes - Signage - Handrails - Controls - Fire Alarm	**$18,000**	**Fall/2000**

PHASE V

Sunol Valley Water Treatment Facility

- Parking - Ramp - Signage - Drinking Fountain - Toilets - Controls - Doors - Stairs - Fire Alarm	**$137,000**	**YR/2001**

PHASE VI

Sunol Water Temple

The Sunol Water Temple is closed to the public; ADA compliance will be incorporated into its restoration project.

CONSTRUCTION COST SUMMARY

PHASE	COST	ADD 30% CONTINGENCY
I	$ 19,000	$ 25,000
II	$ 80,000	$ 104,000
III	$ 31,000	$ 40,000
IV	$ 18,000	$ 23,000
V	$137,000	$178,000
VI	*	
	TOTAL	**$370,000**

*Sunol Water Temple project costs are excluded due to the indeterminate scope of work at this time.

CITY AND COUNTY OF SAN FRANCISCO
HETCH HETCHY WATER AND POWER

ADA

TRANSITION PLANS

FOR

MOCCASIN FACILITIES

PREPARED BY:

HETCH HETCHY/UTILITIES ENGINEERING BUREAU

JANUARY, 1997

TRANSITION PLAN FOR:

HETCH HETCHY WATER AND POWER

MOCCASIN FACILITIES

This program plan focuses on providing access to the Moccasin Facilities public service areas that help support the operation and engineering complex in conformance with ADA regulations. A multi-year operations/maintenance project will be funded as part of the operating budget for FY 98/99 to commence assessment and study of the Hetch Hetchy's ADA needs. Implementation will be funded in 2000.

ADMINISTRATION BUILDING

This building was constructed in 1924. Modifications have been proceeding for ADA program compliance and focuses on providing access to the building in conformance with ADA regulations.

ADA access requires the following work:

1.	Provide curb ramps to accessible parking spaces. Install directional and information signage and striping at parking area. Provide for Path of Travel.	$10,000
2.	Provide all necessary interior signage including building directory.	$ 3,000
3.	Modify door hardware to meet accessibility standards.	$ 2,000
4.	Provide accessible telephone.	$ 200
5.	Provide accessible drinking fountain with approved floor covering.	$ 400
6.	Modify restrooms.	$20,000
7.	Modify fire alarm system.	$10,000
	TOTAL CONSTRUCTION COST	**$45,600**
	CONTINGENCY 30%	$13,680
	GRAND TOTAL	$59,280
	ADA COMPLIANCE WORK COMPLETION DATE	JUNE, 2000

MAINTENANCE ENGINEERING/UEB BUILDING

Accessible Facility: A modular building has been constructed in place in 1992 that is in full compliance with ADA standards. This building serves the maintenance and engineering functions that support public access to construction and maintenance work as required by vendors, sales representatives, and contractors that would require access to a reception area, conference room, drinking fountain, restroom facilities and telephone.

ADA TRANSITION PLAN
PUBLIC UTILITIES COMMISSION
JANUARY 1997

PREPARED BY

UTILITIES ENGINEERING BUREAU
PUBLIC UTILITIES COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

Introduction

This Transition Plan describes the City and County of San Francisco's program to ensure that programs, services and activities conducted in the facilities listed below are accessible within the meaning of the Americans with Disabilities Act (ADA) of 1990.

This plan primarily focuses on the correction of three key health and safety concerns.

Path of travel from the accessible parking spaces to the primary entrances and through all common areas.
Services, i.e., restrooms, drinking fountains, and telephones that are available for the general use of the public using a building.
Public Meeting Areas including paths of travel to these areas and associated services mentioned above.

This plan covers the following facilities:

Funding	Facility Name	Address
MOCD	M.L. King Childcare Center	200 Cashmere Street
MOCD	Earl P. Mills Community Center	100 Whitney Young Circle
MOCD	Shorey Children's Center	1030 Oakdale Avenue
MOCD	Sojourner Truth Childcare Center	1 Cashmere Street
PUC	Southeast Administration Bldg.	750 Phelps Street
PUC	Southeast Community Center	1800 Oakdale Avenue
PUC	Southeast Greenhouse	1150 Phelps Street
PUC	Oceanside Plant	3500 Great Highway

Purpose

This Transition Plan will describe architecture barriers for individuals with disabilities to public programs offered by the City of San Francisco at the facilities listed in the "Introduction." It shall be used by the department in conjunction with its Self-Evaluation, which evaluates program access, as a guide for the transition to full program compliance.

The Americans with Disabilities Act (ADA) defines a "program" as any "program, service, or activity" offered to the general public. The ADA requires that each program, "When viewed in its entirety, is (to be) readily accessible to and usable by individuals with disabilities." As a public entity, the City is required to provide access to all of its programs but is not required to remove all architectural barriers in its facilities. Public entities can choose either administrative solutions (such as relocating a program) and/or architectural barrier removal solutions to achieve program accessibility.

A public entity is not required to make changes that would "result in a fundamental alteration in the nature of the service, program or activity," or undue "financial and administrative burden". A written finding of "fundamental alteration" or "undue burden" must be documented by the head of the public entity after considering all resources available in the funding and operation of the program. There are no procedures for receiving exemptions or hardship determinations from the Federal government. Currently ADA enforcement is achieved through federal investigation of complaints from the public.

This Transition Plan with the Self-Evaluation shall be made available for public inspection and comment by interested persons, including those with disabilities and organizations representing individuals with disabilities. Public involvement through this Transition Plan will assist the City in achieving compliance with the statute and intent of the ADA process.

Program Accessibility

The following criteria are used to determine the three phases to provide access as part of this Transition Plan for the majority of PUC public facilities.

Phase I - Readily Achievable

Phase I comprises low cost maintenance improvements that can be made by city staff. For example, trimming trees to clear a path of travel can be achieved by gardeners and or department employees. This work could be completed by Fall, 1997.

Phase II - Moderate Improvements

Phase II includes moderate cost improvements where adequate existing maintenance funds are determined to be available to achieve these improvements. For example, providing a textured warning mat at a drinking fountain and adjusting the fountain's height may be achievable through existing funds. This work could be complete by Spring, 1998.

Phase III - Capital Improvements

Phase III includes greater cost improvements where a Capital Improvement Project (CIP) request is to be made for adequate funding. For example, modifying an existing restroom may require a CIP request for funding. The CIP request must be made a year before the funding is required for work. The next PUC CIP request process will start in the Fall/1997. Once the CIP is approved an Architect/Engineer can start to produce the Contract Documents. The work will have to receive a building permit and it will have to be advertised for bid. Once a contractor is selected the work may take from 6 months to a year to finish. Phase III could be completed by the Fall/1999.

The three phases listed in the following summary sheets will be used to implement this Transition Plan. The total project costs shown on the summary sheets includes summations of construction costs, historical and old building factors, contractors overhead and profit and contractors general conditions only. Design. Project Management, and Construction Management fees are excluded. A 30% contingency should be added to each estimate for unforseen conditions and due to the preliminary nature of this survey/analysis. Hazardous material abatement costs such as lead paint removal as may be required at the Children's Centers are excluded.

SUMMARY OF CONSTRUCTION COSTS

(Design /Construction management costs excluded)

Facility	Ph 1	Ph 2	Ph 3	Subtotal 3 Phases*	Potential Funding Source
M.L. King Childcare Center	5,000	600	150,000	155,600	MOCD
Earl P. Mills Community Center	5,000	3,000	30,000	38,000	MOCD
Shorey Children's Center	6,000	600	200,000	206,600	MOCD
Sojourner Truth Childcare Center	5,000	900	120,000	125,900	MOCD
Southeast Administration Bldg.	2,000	5,000	80,000	87,000	PUC
Southeast Community Center	1,700	1,800	75,000	78,500	PUC
Southeast Greenhouse	300	600	4,000	5,000	PUC
Oceanside Treatment Plant	1,000	2,000	16,000	19,000	PUC
Southeast Plant**					PUC

*A 30% Contingency should be added to each number due to the preliminary nature of this survey/analysis. Construction estimates exclude lead abatement costs as may be required at the Children's Centers.

**Southeast Plant-survey and estimated cost to be provided at a later date

ML KING
CHILDCARE CENTER

		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install proper directional signage	X			Incomplete
	Parking	Provide accessible parking with signage at sidewalk		X		Incomplete
	Curb Ramps	Install new curb ramp at sidewalk near parking			X	Incomplete
	Ramps	Add proper railing to existing exterior ramp at front entry			X	Incomplete
		Modify existing exterior ramps at yard areas			X	Incomplete
		Add proper ramps and landings to thresholds at classroom exit doors			X	Incomplete
	Stairs	Modify existing stairs-add proper railing and striping			X	Incomplete
INTERIOR	Signage	Install building directory	X			Incomplete
	Doors	Install lever hardware and kickplates at doors through accessible paths of travel			X	Incomplete
	Worksurfaces	Provide accessible furniture/worksurfaces at classrooms	X			Incomplete
	Drinking Fountains	Design and install accessible drinking fountain(s)			X	Incomplete
	Restrooms/Fire Alarm System	Design and modify existing single accommodation restroom to be accessible/Modify fire alarm system-visual alarm			X	Incomplete
		Total Project Cost	5,000	600	150,000	

EARL P. MILLS
COMMUNITY CENTER

		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install proper directional signage	X			Incomplete
		Install facility directory signage near main gate			X	Incomplete
	Parking	Modify existing accessible parking with signage to full compliance		X		Incomplete
	Ramps	Study, design and modify exterior change of levels at exterior play areas			X	Incomplete
	Telephones	Modify existing telephone to full compliance - adjust height, add volume control and change cord length to 29" minimum	X			Incomplete
INTERIOR	Signage	Install facility directory signage at each building	X			Incomplete
	Hazards	Remove existing interior protruding hazards		X		Incomplete
	Ramps	Study, design and construct access to stage area			X	Incomplete
	Doors	Install lever hardware and kickplates at doors through accessible paths of travel			X	Toilets Only
	Drinking Fountains	Install accessible drinking fountains			X	Complete
	Restrooms	Design and modify existing multi accommodation restrooms to be accessible - 2 pair			X	Complete
		Total Project Cost	5,000	3,000	30,000	

SHOREY
CHILDRENS CENTER

		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install proper directional and parking signage at the exterior	X			Incomplete
	Parking	Provide accessible parking at street		X		Incomplete
	Curb Ramps	Install curb ramp at sidewalk near parking			X	Incomplete
	Ramps	Study, design and install an accessible ramp and or chair lift to primary entrance			X	Incomplete
	Stairs	Install proper railing and warning strips at exterior stairs			X	Incomplete
INTERIOR	Signage	Install tactile building directory and directional signage	X			Incomplete
	Doors	Modify and install proper hardware and kickplates at doors through paths of travel			X	Incomplete
		Install doors of proper width through paths of travel			X	Incomplete
		Modify closer pressures at entrance doors	X			Incomplete
	Drinking Fountains	Design and install accessible drinking fountain			X	Incomplete
	Worksurfaces	Provide accessible furniture/worksurfaces at classrooms	X			Incomplete
	Restrooms/Fire Alarm System	Modify existing single accommodation restroom to be accessible/Modify fire alarm system-visual alarm			X	Incomplete
		Total Project Cost	6,000	600	200,000	

SOJOURNER TRUTH CHILDCARE CENTER		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install proper directional signage	X			Incomplete
	Sidewalks	Modify existing walk to be accessible to allow for new curb ramp			X	Incomplete
	Parking	Provide accessible on site parking with signage near main entrance		X		Incomplete
	Curb Ramps	Install proper curb ramp at parking			X	Incomplete
INTERIOR	Signage	Install building directory	X			Incomplete
	Corridors/Aisle	Widen path at corridor - clear storage in hall	X			Incomplete
	Doors	Install proper hardware and kickplates at doors			X	Incomplete
	Doors	Modify closer pressure and timing at entry/exit doors	X			Incomplete
	Worksurfaces	Provide accessible furniture/worksurfaces at classrooms	X			Incomplete
	Restrooms/Fire Alarm System	Modify existing single accommodation restroom to be accessible/Modify fire alarm system-visual alarm			X	Incomplete
		Total Project Cost	5,000	900	120,000	

SE ADMINISTRATION BUILDING

		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install directional signage at exterior pointing towards parking and main entrance for visitors		X		Incomplete
	Parking	Modify accessible stall with signage at existing on site visitor parking near Phelps St. to comply		X		Incomplete
	Curb Ramps	Modify existing curb ramp near parking to proper accessibility			X	Incomplete
	Stairs	Add striping and proper railing to stairs near main entrance			X	Incomplete
	Misc.	Lower security intercom at main entry to proper heat	X			Incomplete
INTERIOR	Signage	Place building directory at entrance lobby	X			Incomplete
		Install tactile directional signage to point towards restrooms			X	Incomplete
	Elevators	Install correct signage at elevators - black and white, tactile		X		Incomplete
		Modify elevator controls to proper height			X	Incomplete
		Modify hall lanterns to proper size			X	Incomplete
		Adjust timing of doors to remain open - 3 secs min normal/20 secs	X			Incomplete
		Modify or add proper audio signals to elevator(s)		X		Incomplete
	Doors	Install lever hardware at entry/exit doors		X		Incomplete

INTERIOR(CONT.)	Drinking Fountains	Modify and install accessible drinking fountain at lobby			X	Incomplete
	Telephones	Modify telephone to be accessible			X	Incomplete
	Restrooms/Fire Alarm System	Modify pair of lobby restrooms to be accessible/Modify fire alarm system-visual alarm			X	Incomplete
		Total Project Cost	2,000	5,000	80,000	

Note: Lab area of building is to be made accessible due to renovation, but not public access areas.

SE COMMUNITY FACILITY		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install proper directional signage	X			Incomplete
	Parking	Provide accessible parking at street near main entrance		X		Incomplete
	Curb Ramps	Install curb ramp near parking at street			X	Incomplete
	Ramps	Install proper railing at exterior ramps at Phelps St., and leading to play structure			X	Incomplete
INTERIOR	Signage	Install building directory and tactile directional signage	X			Incomplete
	Hazards	Remove existing interior protruding hazards (flagpole)		X		Complete
	Elevators	Modify elevator controls to proper accessibility			X	Complete
		Install proper door pull to emergency elevator phone	X			Incomplete
		Install proper hall lanterns at elevator			X	Incomplete
		Modify or add proper audio signals to elevator		X		Complete
	Doors	Modify closer pressure and timing at exit doors	X			Incomplete
		Modify pull side of entry/exit doors			X	Incomplete
	Drinking Fountains	Design and install accessible drinking fountain(s)			X	Incomplete
	Telephones	Provide accessible telephone in bank of telephones			X	Complete
	Counters	Modify existing front counter to accessibility	X			Incomplete

INTERIOR(CONT.)	Libraries	Modify checkout counter area			X	Incomplete
	Restrooms/Modify Fire Alarm System	Modify existing multi accommodation restrooms to full compliance at 1st level, Women's at 2nd level, Mens at 3rd level/ Modify fire alarm system-visual alarm			X	Incomplete
		Total Project Cost	1,700	1,800	75,000	

SF GREENHOUSE		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install proper directional signage at main entrance	X			Incomplete
	Parking	Provide accessible parking with signage at street near main entrance		X		Incomplete
	Curb Ramps	Install curb ramp at sidewalk near parking			X	Incomplete
		Total Project Cost	400	600	4,000	

OCSD - OCEANSIDE TREATMENT PLANT		Corrections/Action	Ph 1	Ph 2	Ph 3	Work Status
EXTERIOR	Signage	Install proper directional signage	X			Incomplete
	Parking	Add "Van Accessible" signage at parking		X		Incomplete
INTERIOR	Signage	Install building directory and tactile directional signage	X			Incomplete
	Elevator at Admin Bldg	Modify elevator controls to illuminate		X		Incomplete
		Modify cab rail to correct height		X		Incomplete
		Install proper door pull to emergency elevator phone		X		Incomplete
		Cab signage - add raise white on black tactile and Braille		X		Incomplete
	Doors	Modify closer pressure and timing at exit doors	X			Complete
		Mod door widths at narrow doors along paths			X	Incomplete
		Modify thresholds to correct level changes at Admin Bldg			X	Incomplete
		Add lever hardware to pull side of entry/exit doors			X	Complete
	Ramps along tour paths	Modify tour to exclude ramps that do not comply	X			Complete
	Stairs along tour paths	Add contrasting striping at top and bottom treads at stairs along tour paths	X			Incomplete
	Outlets along accessible paths	Raised to 15" min. from floor		X		Incomplete
	Counter at 2nd floor Admin Lobby	Modify for accessibility		X		Incomplete

	Restrooms	Modify existing multi accom restrooms at 2nd fl Admin. Bldg.			X	Incomplete
		Total Project Cost	1,000	2,000	16,000	

25 February 1997

Paul Imperiale
Mayor's Citywide Disability Coordinator
Mayor's Office
25 Van Ness Avenue, Room 700
San Francisco, CA 94102

Subject: Updated Accessibility Transition Plan for the Department of Public Health

Dear Mr. Imperiale:

Please find enclosed the updated Accessibility Transition Plan for the Department of Public Health.

Should you have questions about this Transition Plan, please call me at (415) 554-2595 or Faith Van Putten of my staff, at (415) 554-2596.

Sincerely,

Gloria Louie, Director
EEO and Affirmative Action Programs
and DPH-ADA Coordinator

enclosure

cc: Sandra Hernandez, Director/DPH
Larry Funk, Sr. Hospital Adm./LHH
Eric Miller, Bldg./Grnds. Superintendent/SFGH
Faith Van Putten, EEO Programs Specialist/DPH

City and County of San Francisco Department of Public Health

AMERICANS WITH DISABILITIES ACT TRANSITION PLAN FOR PROGRAM ACCESSIBILITY

assembled by
Equal Employment Opportunity and Affirmative Action Office
101 Grove Street, Rm 208
San Francisco, CA 94102
(415) 554-2595, TDD (415) 554-2613
Updated 25 February 1997

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ACCESSIBILITY STANDARDS

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works and titled "Disabled Access Survey Form, Revision 8, Version 4/23/92" The survey instrument incorporates the most restrictive provision of the following standards:

1. Title 24, California Administrative Code, California State Accessibility standards Interpretive Manual 7/19/89

2. Uniform Federal Accessibility Standards (UFAS) 4/1/88

3. Americans with Disabilities Act of 1990, Accessibility Guidelines, 7/91

INTRODUCTION

This document describes the City and County of San Francisco Department of Public Health's plan to ensure service and program accessible to individuals with disabilities in compliance with the Americans with Disabilities Act of 1990. Given the large number of programs and sites which fall under the umbrella of the Department, this *Plan* is a collection of *individual plans* which cover the five (5) major divisions of the Department (San Francisco General Hospital, Laguna Honda Hospital, Community Health Services, Division of Mental Health and Substance Abuse, and Forensics).

Each *Plan* focuses on:

- Sites where Public Health programs and services are provided, which are located in city-owned and leased facilities.

Service and program access areas include:

- *Paths of Travel* - accessible parking to main entrances and through hallways leading to areas where services or programs are provided.
- *Public Services* - restrooms, drinking fountains, and telephones.
- *Service Counters and Windows*
- *Public Meeting Rooms and Auditoriums*

Each *Plan* will describe phases of implementation for the projects and any other information particular to that division.

SAN FRANCISCO GENERAL HOSPITAL
AND
MEDICAL CENTER

SFGH TRANSITION PLAN

PHASE	PROJECT	COST	COMPLETION DATE
Phase IA	Bring elevator 3 to ADA code, Bldg. 30.	$47,000.00	Completed
	Install four access ramps-NH, Main . Entrance	11,000.00	Completed
	Install 3 Accessible Drinking Fountain 2 in NH and 1 in Bldg. 80.	2,100.00	Completed
	Change to lever hardware on Eligibility Room 1C1, Chapel and Institutional Police main entrances, decrease push/pull pressures.	1,600.00	Completed
	Lower SFGH and UCSF courtesy phones in NH main lobby.	maintenance	Completed
	Install accessible parking and route signs at main points of entry to hospital campus, 22nd St., 23rd St., automobile entrances, and pedestrian entrance on Potrero. (A total of eight signs, some with lights)	5,000.00	Signs have been received. Installation to be completed June 1997.
Phase IB	Repair elevator 12, bldg. 100 and bring to current code, Bldg. 100.	93,000.00	Completed
	Directional Signage to Programs- Bldg. 80.	2,000.00	Completed
	Bring elevators 1 & 13 to current code, NH.	46,000.00	Completed
	Lower phones (volume control/TDD shelf)		Completed
	Braille signage for all elevators.	12,000.00	Completed
Phase II	Install hands free phone and monitor for remote operation of Carr Auditorium	5,800.00	Completed
	Replace doors and install automatic openers, PES Entrance, NH.	18,000.00	Completed

	Bring handrails up to code - NH, Stairwells #7.	$17,000.00	Resubmitted for FY 97-98* funding
	Centralize blue zone parking, Area between Bldg. 20/30.	13,000.00	Permit received Fall 1996. Funding in FY 97-98 Budget
	Upgrade bathrooms, main lobby, NH Install accessible stall in Male/Female bathrooms, NH main lobby lower all dispensers, widen path to stalls inside main door, add lever handles.	50,000.00	Design complete. Submitted to OSHPD for approval. Dec. 97
	Upgrade elevators for access to bldgs. 1, 10 & 20.	23,000.00	Completed
	Construct accessible on first floor, Hallway, Bldg. 20.	23,000.00	Schematic design completed resubmitted for FY 97-98 funding*
	Install interior ramps for wheelchair access Carr Auditorium.	11,000.00	Schematic design completed. Resubmitted for FY 97-98 funding*
	Install automatic double doors, Carr Entrance.	6,000.00	Completed
	Widen connecting corridor, Bldg. 80/90.	18,000.00	Completed
	Construct ramp Exterior No. side Entrance, Bldg. 90.	20,000.00	Completed
	Upgrade zone 1 New Hospital, Elevators 2, 5 & 6.	50,000.00	Resubmitted for FY 97-98 funding*
Phase III	Providing access to bldgs. 20/30, 40, & 9.		Completed

Bathroom on 1st floor, hallway 1st floor, hallway	$19,000.00	Schematic design completed. Resubmitted for 97-98 funding*
Upgrade interior signage and call button heights on elevator 26, Bldg. 90.	30,000.00	Completed
Install TDD Phones - NH.	1,800.00	Completed
Sound enhancement system for Conference Rooms.	500.00	Completed
TOTAL	$ 525.800.00	

*Completion pending funding availability.

LAGUNA HONDA HOSPITAL
AND
REHABILITATION CENTER

LAGUNA HONDA HOSPITAL TRANSITION PLAN

PHASE	PROJECT	COST	COMPLETION DATE
Phase IA	Install curb cuts at blue zones at Clarendon Hall.		Completed
Phase IA	Upgrade signage for blue zones at 5th Floor entrance, Main Hospital.		Completed
Phase IA	Upgrade bathrooms on 1st floor, including signage Clarendon Hall.	$ 50,000.00	Completed
Phase IA	Modify ramp at 5th floor main entrance.	150,000.00	July 1997
	Upgrade accessible Male/Female bathrooms at 5th Floor east entrance. (contract in process).	50,000.00	July 1997
	Upgrade bathroom at 1st floor west entrance to Main Hospital.	38,000.00	Completed
	TOTAL $	288,000.00	
Phase IB	Install signage at Operator's desk with notification bell to inform of need for assistance and availability of TDD.	2,300.00	June 1997
Phase IB	Interior signage for cafeteria assistance.	1,000.00	June 1997
Phase IB	Create blue zone parking areas at West entrance, one nearest to curb ramp leading to chapel.	2,000.00	July 1997
Phase IB	Create blue zone parking areas at West entrance	1,000.00	July 1997
Phase IB	Install lever-action handles on fishpond courtyard door and executive staff offices entrance door.	absorbed through regular maintenance	Completed

Phase IB	Lower West entrance phones.	$ 400.00	Completed
Phase IB	Install ADA Compliant Ramp at Front Entrance	250,000.00	July 1997
Phase IB	Install Braille on building directory.	1,000.00	July 1997
Phase IB	Install Braille to east entrance accessible elevator hall call buttons.	4,000.00	Completed
	TOTAL	$261,700.00	
Phase II	Modify existing ramp to Personnel to complying slope, non-skid surface.	$38,000.00	July 1998*
Phase II	Designate west entrance newer elevators as accessible, add Braille and symbols on hall call buttons and audible signals. Contract bid from elevator Company	25,500.00	June 1997*
Phase III	Lower one section of candy counter to conforming height.	5,000.00	Completed
Phase III	Greenhouse bathroom- lower sink and amenities, lever-type sink hardware lever-action door hardware.	5,000.00	July 1997*
	TOTAL	$73,500.00	

* Completion pending budget availability.

COMMUNITY PUBLIC HEALTH SERVICES

CPHS & 101 GROVE TRANSITION PLAN

PHASE	PROJECT	COST	COMPLETION DATE
HEALTH CENTER #1			
Phase 1A	Convert one white zone parking area to blue zone with signage.	$ 200.00	Completed
	Install sign designating accessible path to entrance at stairs.	100.00	Completed
	Lower public phone, add volume control.	Pac Bell	June 1997
Phase 1B	Install contrasting striping on top and bottom of stairs to main entrance	maintenance	Completed
	Lower main entrance door hardware	9,000.00	FY 97-98*
	Install signage for accessing public health nursing and environmental health services on 2nd floor	100.00	Completed
Phase II	Upgrade Male/Female bathrooms including signage.	40,000.00	FY 97-98*
	Repair damaged curb cut on southwest corner of building	2,000.00	Completed
HEALTH CENTER #2			
Phase 1	Lower public phone, add volume control	Pac Bell	June 1997
	Install lever-type hardware on entrance doors to restrooms	150.00	Completed
	Obtain lower pamphlet rack	maintenance	Completed
Phase II	Upgrade clinic bathroom to code/or only take urine samples in main bathroom.	38,500.00	FY 97-97*

	Upgrade main Male/Female bathrooms including signage.	$ 100.00	Completed

HEALTH CENTER #3

Phase 1	Construct curb ramps	DPW	Dec. 1997
	Install blue zone signage.	200.00	Completed
	Lever hardware on WIC entrance door	150.00	Completed
	Lower pamphlet racks in WIC and main lobby areas	maintenance	Completed
Phase II	Upgrade Male/Female bathrooms including signage, path of travel.	38,500.00	FY 97-98*
	Adjust water fountain height & textured floor, includes alcove.	1,000.00	Completed
Phase III	Dental X-ray chair inaccessible (further review needed for path of travel).	15,000.00	FY 97-98*

HEALTH CENTER #4

Phase 1A	Install blue zone on street near entrance Curb ramp or designate lot space as blue zone	DPT DPW	In Progress DPT is . Researching
	Install signage at registration counter to inform of available assistance	50.00	Completed
Phase 1B	Lower 1st floor & 2nd Floor public phones and add volume control	Pac Bell	June 1997
	Hall door to Dental Clinic requires lever hardware possible door change	200.00	Completed
Phase II	Change water fountain for clearance under, correct bubbler height	1,200.00	Dec. 1997
Phase II	Elevator - lower hall call button and change to raised type, add Braille, add floor number plate with Braille on door jambs	11,000.00	Dec. 1997

	install audible signals lower car		
Continuation of Health Center #4			
	controls, add Braille and raised symbols, two cars.		
	Upgrade Male/Female bathrooms including signage.	$ 50,000.00	FY 97-98*
	Remodel dental area to allow for wheelchair access to dental chairs.	10,000.00	FY 97-98*
NORTH OF MARKET SENIOR CENTER			
Phase 1A	Install automatic door in main entrance	9,000.00	Dec. 1997
	Install curb ramp near blue zone	DPW	Request submitted
	Re-stripe blue zone to curb ramp	---------	Completed
Phase II	Upgrade Male/Female bathrooms including signage on 1st floor. (Path of travel construction).	10,000.00	Signage Completed FY 97-98*
	Lower water fountain to complying bubbler height.	1,200.00	Completed
	Slight upgrade of Male/Female bathrooms on 2nd Floor (path of travel construction)	10,000.00	Dec. 1997
	Elevator controls upgraded to ADA Standards	7,000.00	Completed
POTRERO HILL HEALTH CENTER			
Phase 1A	Install blue zone in parking lot	500.00	Completed
	Modify slope to entrance door to complying slope.	5,000.00	Dec. 1997
	Install signage at registration counters to inform of available assistance	100.00	Completed
	Lever hardware for clinic exit door	maintenance	Completed
Phase 1B	Widen entrance or change to single door entry,	maintenance	Dec. 1997

	change to lever hardware		
	Doorway floor molding, smooth or remove and replace existing wooden door.	$ 8,000.00	Dec. 1997
	Decrease push pressure on clinic entrance door	maintenance	Completed
	Lower pamphlet racks	maintenance	Completed
Phase II	Construct accessible women's and men's bathrooms - entrance too narrow, bump barrier	40,000.00	Unisex bathroom completed
	Install accessible water fountain, includes alcove	5,000.00	Dec. 1997

SOUTHEAST HEALTH CENTER

Phase 1A	Re-stripe blue zone parking		Completed
	Add signage provide crosswalk warnings & warnings where adjacent to traffic path.	6,000.00	Completed Request submitted
	Install curb ramp		Completed
	Lower public phone	Pac Bell	Dec. 1997
Phase 1B	Install signage at registration counter	100.00	Completed
	Lower pamphlet rack	maintenance	Completed
Phase II	Adjust water fountain to correct bubbler height, includes alcove	4,000.00	Dec. 1997
	Upgrade Male/Female bathrooms including signage	57,000.00	FY 97-98
	Dental chairs inaccessible (further review needed).	5,000.00	FY 97-98

LARKIN STREET YOUTH CENTER

Phase 1	Install blue zone	DPT	Request submitted

	Install signage identifying accessible door to clinic at main door	$ 100.00	Completed
Phase II	Upgrade Male/Female bathrooms including signage, path of travel construction.	1,000.00	FY 97-98*
	Install one large door at accessible entrance, includes automatic door.	8,000.00	FY 97-98*
CITY CLINIC			
Phase I	Decrease pull-force of main entrance door	350.00	Completed
	Install blue zone conforming curb ramp near front entrance ramp near front entrance	DPW	Completed Request submitted
	Upgrade Male/Female bathrooms including signage (scope of work needed)	15,000.00	FY 97-98*
	Remodel partition and desk at registration area to allow for accessible route to exam rooms.	6,000.00	Completed
Phase II	Remove a row of seating on both sides of waiting area for accessible path and remove several seats to allow for wheelchair seating (path of travel construction).	2,000.00	Completed
	Remove/move some of the blue counters in the exam rooms to allow for wider door opening and equipment reconfiguration. esp. room #7.	4,000.00	FY 97-98
	Install different door hardware at top to allow for further opening	1,000.00	Completed
	Remove wall between two counseling rooms to make accessible one, remove blue counter and use smaller portable table.	5,000.00	FY 97-98*

YOUTH GUIDANCE CENTER (MEDICAL SERVICES)

This section covers the medical services areas only. Main entrances common areas of the building and other paths of travel etc. have been addressed by the Juvenile Probation Department.

Widen doorway to exam room	}	$2,000.00	FY 97-98*
Widen doorway to clinic area and install lever hardware on door	}	1,000.00	FY 97-98*
Widen doorway to Dental Clinic	}	2,000.00	In design**
Widen doorway to Dental X-ray room	}	2,000.00	In design**

* .Completion pending budget availability.
** Dental area moved to another section. Needs reconfiguration for full compliance.

DIVISION
OF
MENTAL HEALTH

The City and County of San Francisco, Division of Mental Health operates the following modalities of services:

1) Crisis
2) In-Patient
3) Day Treatment
4) Out-Patient
5) Residential

Mental Health services in each modality is provided at a variety of sites. In order to ensure culturally appropriated and fully integrated services, the Division of Mental Health has restructured its services for clients by directing them to one of four points of entry to one of the following:

Integrated Services Centers (ISC):

ISC #1 Mission Mental Health Services
111 Potrero
554-9980
TDD 554-9607

ISC #2 South of Market Mental Health Services
471 Jessie Street
597-7740
TDD 597-7748

ISC #3 OMI
2335 Ocean Avenue
334-4717
TDD 334-1506

ISC #4 Chinatown/Northbeach
729 Filbert Street
398-2000/398-2266
TDD 352-2099

All and any Mental Health client is directed to one the points of entry above for initial assessment and evaluation. A mental health assessment is made and if appropriate, the individual is then referred to fully integrated services (e.g. crisis, day care, family, out-patient, etc.)

All ISC's (points of entry) are ADA accessible and clients with disability referred by an ISC are referred to culturally appropriate, accessible mental health services and programs whether the program or service is provided by DMH or a contract agency.

FORENSICS SERVICES:
JAIL MEDICAL SERVICES

CITY JAIL TRANSITION PLAN

PHASE	PROJECT	COST	COMPLETION DATE
Phase I	Move first contact medical screening to current utility room. - CJ #3 San Bruno.	------- ---	July 1995*
Phase I	Lower pamphlet rack - CJ #7.	------- ---	July 1995*
Phase I	Lower phone - CJ #1.	150.00	July 1995*
Phase II	Infirmary - Remove partition to toilet stall, raise toilet seat height convert toilet flush handle to opposite side, move or replace sink and lower amenities, wrap pipes, change sink hardware to lever-type. CJ #3 - San Bruno.	4,000.00	July 1995*
Phase II	Medical Office - Install grab bars for toilet. Install complying shower.	2,000.00	July 1995*
	Safety Rooms - Install grab bars in one room with toilet. CJ #3 - San Bruno.	1,000.00	July 1995*
Phase II	Medical Office-Bathroom - change sink hardware, lower amenities raise toilet seat. CJ #7.	2,000.00	July 1995*

Phase II	Convert flusher to opposite side of Men's medical office toilet. CJ#1.	500.00	July 1995*
Phase II	Modify gate to one sickbay cell. Install complying water fountain in gym, convert sink push buttons to large complying buttons. - CJ#2.	------- ---	July 1995*

* Modifications to be made in collaboration with Sheriffs Department. Completion pending budget availability.

San Francisco Port Commission
Ferry Building, Room 3100
San Francisco, CA 94111
(415) 274-0400

January 6, 1997

TO: City and County of San Francisco
401 Van Ness Avenue, Room 402
San Francisco, CA 94102
Phone: (415) 554-6252
Fax: (415) 554-4849

ATTENTION: Paul Imperiale, Citywide Disability Access Coordinator

FROM: Kevin W. Jensen, AIA, CSI, Architect
Port of San Francisco
Ferry Building, Room 3100
San Francisco, CA 94111
Phone: (415) 274-0555
Fax: (415)274-0551

PROJECT: ADA Transition Plan

RE: Response to Comments

REMARKS:

1. I am currently the designated representative for the Port.

2. The Port will coordinate the analysis and retrofitting of remaining curb ramps, sidewalks, etc. through the City Department of Public Works Curb Ramp Program.

3. This comment refers to the sidewalk adjacent to the Ferry Building along the Embarcadero. Many curb ramps have been completed as a result of the Embarcadero Roadway Improvements. More will be installed as part of the central portion of that work in the vicinity of the Ferry Building. Remaining curb ramps to be improved are located predominantly within the Fisherman's Wharf and Southern Waterfront areas.

4. There are three sets payphones with two phones in each set at the

ground floor of the Ferry Building. These are located on the sidewalk immediately north and south of the primary building entrances and within the building elevator lobby. These are all of the public telephones in the common areas.

5. All drinking fountains to remain will be accessible.

6. No one will be required to change floors to find an accessible restroom. Currently there are accessible common area restrooms on the first and third floors. The second floor common area restrooms and common area restrooms within the port offices on the third floor are included in seismic upgrade improvements currently underway at the Ferry Building, which are projected to be complete in the Fall of this year.

7. There is no stage in the commission meeting room. The Port Commission meeting room requires the following upgrades:
a. Signage for accessible seating areas to be located with adjacent companion seating.
b. Removal of unnecessary inaccessible drinking fountain within room.
c. Provision of accessible public address microphones with adjacent accessible lectern.
d. Provision of assistive listening system integral with current mobile system. This is not a hard-wired system.

8. Pier 7 was recently completed under current code requirements and is accessible.

9. There are public telephones on some piers. Public phones will be made accessible.

CC: C. Jarrard, R. Skaff, project file

PORT OF SAN FRANCISCO

Ferry Building
San Francisco, CA 94111
Telephone 415 274 0400
Telex 278940 PSF UR
Fax 415 274 0528
Cable SFPORTCOMM
Writer

FACSIMILE COVER SHEET

DATE: JAN. 6, 1997

TO: PAUL IMPERIALE

FROM: KEVIN JENSEN

ATTN: _____

SENT BY: _____

FAX #: 554-4849

TIME: _____

REF: _____

NO. OF PAGES 3 (including this cover sheet)

COMMENTS: 3 PAGES INCLUDING COVER

MATCHLIST

RIDES
FOR BAY AREA COMMUTERS, INC.

These commuters are waiting to hear from you.
Call them today!

(For tips on calling, read the back of this matchlist.)

Post-it Fax Note | Date | # of pages 3
To Leah Kenworthy
Fax #
From
Phone #

SCHEDULE FLEXIBILITY is noted in minutes.
This column indicates that the person can adjust his/her schedule to join a car/vanpool.

COMMUTER CODES:
C: Commuter has a **car available** to carpool.
P: Commuter wants to be a **passenger in a carpool**.
V: Commuter operates a **vanpool**.
R: Commuter wants to be a **rider in a vanpool**.

Name and Employer	Home Phone / Work Phone	Home Location / Work Location	Start Work / Leave Work	Schedule Flexibility	Commuter Codes	Notes
[redacted]						
FELLIE ESNIL CSAA WANTS TO JOIN A CARPOOL	415-878-0441 415-565-2286	DC SERRAMONTE SF CIVIC CENTER	830 AM 500 PM	30 30	PR	
MARTA MEJIA CITY AND COUNTY OF SF	415-878-0891 415-558-6065	DC SERRAMONTE SF MISSION	800 AM 500 PM	15 15	C	
IVY BELTRAN CSAA	415-754-1255 415-565-3972	DC SERRAMONTE SF CIVIC CENTER	730 AM 400 PM	15 15	PR	
TERESITA ALANO SF GENERAL HOSPITAL	415-878-9162 415-206-8847	DC SERRAMONTE SF MISSION	730 AM 400 PM	15 15	PR	
ANTOINE BROWN TMA OF SAN FRANCISCO	415-878-0983 415-255-9818	DC SERRAMONTE SF DUBOCE	800 AM 500 PM	30 30	PR	
MIMI LIM CITY AND COUNTY OF SF	415-554-3401	DC WESTMOOR SF CIVIC CENTER	800 AM 430 PM	15 15	P	
THELMA YU SF GENERAL HOSPITAL	415-755-9544 415-206-8584	DC WESTMOOR SF MISSION	730 AM 400 PM	30 30	CR	
EUGENE PEREZ SF GENERAL HOSPITAL	415-992-6102 415-206-6213	DC WESTMOOR SF MISSION	730 AM 330 PM	30 30	PR	
JULIET MONTESA SF GENERAL HOSPITAL	415-755-8861 415-206-5494	DC WESTMOOR SF MISSION	800 AM 500 PM	15 15	PR	

01/06/97 17:46 FAX 4155430392 001

MATCHLIST

RIDES
FOR BAY AREA COMMUTERS, INC.

These commuters are waiting to hear from you.
Call them today!

(For tips on calling, read the back of this matchlist.)

SCHEDULE FLEXIBILITY is noted in minutes.
This column indicates that the person can adjust his/her schedule to join a car/vanpool.

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V: Commuter operates a **vanpool.**
R: Commuter wants to be a **rider in a vanpool.**

Name and Employer	Home Phone / Work Phone	Home Location / Work Location	Start Work / Leave Work	Schedule Flexibility	Commuter Codes	Notes
Ride[illegible]						
EDITH LOVELL KAISER PERMANENTE MED CT HAS CAR, WANTS RIDERS, AND/OR SHARE DRIVING	415-756-2095 415-202-2945	SSF BURI BURI SF WESTERN ADD	830 AM 500 PM	1 1	CR	
SIONITA CARMEN STATE COMPENSATION INS	415-875-7181 415-565-1070	SSF BURI BURI SF CIVIC CENTER	800 AM 440 PM	15 15	PR	
BRUNO BARROS FRENCH AMERICAN INTERNATION	415-871-8518 415-626-8564	SSF WESTBOROUGH SF DUBOCE	800 AM 400 PM	15 30	PR	
ISABELLE ACHA CITY AND COUNTY OF SF	415-255-3410	SSF WESTBOROUGH SF CIVIC SOUTH	900 AM 530 PM	30 30	P	
JEAN NARDI CSAA	415-355-8761 415-565-4174	PAC NORTH SF CIVIC CENTER	730 AM 400 PM	30 30	P	
DAN TAYSOM UC HASTINGS	415-355-0884 415-565-4794	PAC NORTH SF CIVIC CENTER	800 AM 430 PM	45 45	CR	
AGNES HUI CSAA	415-987-3418 415-565-2637	SSF HILLSIDE SF CIVIC CENTER	800 AM 500 PM	60 60	P	
MARIA PINEDA BANK OF AMERICA PLEASE CALL TO VARIFY WORK HOURS	415-615-9760 415-436-3749	SSF HILLSIDE SF CIVIC CENTER	800 AM 500 PM	60 60	PR	

FAX 4155430392 01/06/97 17:46

MATCHLIST

RIDES
FOR BAY AREA COMMUTERS, INC.

These commuters are waiting to hear from you.
Call them today!

(For tips on calling, read the back of this matchlist.)

COMMUTER CODES:
C: Commuter has a **car available** to carpool.
P: Commuter wants to be a **passenger in a carpool.**
V: Commuter operates a **vanpool.**
R: Commuter wants to be a **rider in a vanpool.**

SCHEDULE FLEXIBILITY is noted in minutes.
This column indicates that the person can adjust his/her schedule to join a car/vanpool.

Name and Employer	Home Phone Work Phone	Home Location Work Location	Start Work Leave Work	Schedule Flexibility	Commuter Codes	Notes
Ridematching for [illegible]						
EUGENIA TAULEALO CITY AND COUNTY OF SF	415-755-6492 415-554-5780	DC THORNTON BCH SF CIVIC CENTER	830 AM 500 PM	30 30	PR	
GRACE MARTINIANO SF GENERAL HOSPITAL	415-991-2931 415-206-6564	DC THORNTON BCH SF MISSION	800 AM 430 PM	15 15	P	
EDDIE ONG SF GENERAL HOSPITAL	415-894-2393 415-206-5065	DC BROADMOOR SF MISSION	800 AM 500 PM	15 15	C	
GLORIA PINEDA SF GENERAL HOSPITAL	415-583-2340 415-206-5494	SSF AVALON PARK SF MISSION	800 AM 500 PM	60 60	P	
LILIAN RECINOS UCSF	415-476-3608	DC MISSION ST SF HAIGHT-UC MED	800 AM 500 PM	30 30	PR	
ZINAIDA KUPERMAN SF GERNERAL HOSPITAL	415-752-6805 415-206-6579	DC MISSION ST SF MISSION	830 AM 500 PM	15 15	CR	
PATTY MEDINA CITY AND COUNTY OF SF	415-952-5182 415-252-3198	SB SKYLINE COL SF DUBOCE	800 AM 500 PM	15 0	P	
MILAGROS MIRANDA CITY AND COUNTY OF SF	415-756-7987 415-554-2528	DC MISSION ST SF CIVIC CENTER	815 AM 515 PM	15 15	P	

Thank you for your interest in Ridesharing! The people listed above have commutes similar to yours. Remember, people can often be flexible, so call everyone on your list.

01/06/97 17:46 FAX 4155430392

DRAFT

SAN FRANCISCO PORT COMMISSION
CITY & COUNTY OF SAN FRANCISCO
TRANSITION PLAN FOR
FERRY BUILDING ACCESSIBILITY

Revised January 8, 1997

Presented by the San Francisco Port Commission
San Francisco, California 94111
(415) 274-0400

Copies available upon request

INTRODUCTION

The San Francisco Port Commission serves the public in two ways. First, as a City Department the Port is a public entity, with a Commission and staff serving under the Commission. Second, the Port acts as property manager for approximately 7.5 miles of waterfront along San Francisco's northern and eastern shores. The Port's jurisdiction begins in the north adjacent to Aquatic Park and continues along the waterfront to the South Container Terminal at India Basin, adjacent to Hunters Point.

The Port administrative offices and programs are operated from the Ferry Building on the waterfront at the foot of Market Street. The building, designed by architect A. Page Brown, was constructed in 1895 and is a registered historical landmark. The Port Maintenance Department and offices are located at Pier 46B, located between 2nd and 3rd Streets at Berry Street, adjacent to China Basin.

The Port Commission is both the landlord and the main tenant of the Ferry Building. This building contains the public meeting room where Port Commission meetings are held. The property management office where the Port coordinates the leasing of it's properties is on the third floor. The Building Inspection Department where the Port receives building permit applications and issues building permits is also located on the third floor.

There are three small parks in Port jurisdiction; Pier 7, Warm Water Cove and Aqua Vista. Each has a wooden pier from which the public may fish, or simply enjoy the view.

TRANSITION PLAN

General Responsibility for Accessibility: The Port directly uses only a portion of its property, the remainder is leased out to a wide variety of private and public entities. The Port requires in its leases that tenants be responsible for all accessibility features related to their respective premises, and to comply with ADA and building code provisions. Attached is a generic sample of such lease language. *See appendix one.*

To assure programmatic access within the Ports jurisdiction we will be adopting City policies, or similar policies, regarding curb ramp installation, barricades, scaffolding, sidewalk tables and chairs, special events, street closures, and access complaint and violation abatement procedures. Port staff will be trained as to the application of these standards in their work as well.

Ferry Building Survey and Construction Plan: In mid 1992, Port staff surveyed the Ferry

Public Library

No person clearly identified as responsible for the implementation of the plan.

Does the Childrens' Bookmobile have a lift? Is it accessible?

Page 1, the paragraph that starts with Proposition E, states that the library will be open expanded hours. Is the department which serves individuals who are deaf open the same hours as the rest of the library? Is the Library for the Blind open the same hours as the rest of the library system?

Page 3, Plan, fourth paragraph mentions a $5 million remodel of the Chinatown branch that will have full access. What is the actual amount being sent on access?

The Mission branch is listed for a $2 million expansion, how much of this is on access? There is not a completion date listed for this branch.

The plan, under the section identified as "Plan" alludes to "nine other city-owned libraries" but doesn't mention which ones. This paragraph also mentions seismic strengthening, electrical improvements and asbestos removal, all of which, for the most part, do not relate to access.

Phase I, on page 3, mentions safety issues. This also is not a direct access issue and should not be here.

Phase III, page 4, bottom of the paragraph, states that phase III projects are provided for informational purposes only and that more work needs to be done on these areas for cost estimates and planning and review. If the plan is already three years overdue, why do they still need more time to study the issues? When will it be done?

The Phase II detailed lists of projects mentions public restroom modifications. Is this all public restrooms in the main library? What is the scope of the work to be done? There is only one cost figure given for three projects, this should be broken down.

No mention is made of access to he Business and Science room in the main branch. Currently one has to go up stairs or through the stacks with a security guard to reach this area if one uses a wheelchair.

No mention is made of upgrading the drinking fountain on the second floor in the general circulation area.

No mention is made of access to the computer terminals for a person with a sight impairment.

Phase III, on the last page give cost estimates but no completion schedule for the projects. The projects are also listed in general terms, no breakdown to the scope and detail of the work required.

Is there T.D.D. access at public telephones. There is no mention in the plan of any access to public telephones.

Are there meeting rooms in any of the libraries that have assistive listening systems?

Building and the areas immediately adjacent to it for conformity to existing disability access codes. Access deficiencies were identified and improvements were designed. Port architectural and engineering staff produced the plans.

Concurrently, plans were designed by a consultant for the repair and structural strengthening of the building. These projects were separated for construction in two stages, with stage 1 beginning in the fall of 1993. Funding for these projects came from FEMA.

Stage 1 Structural Repair of the Ferry Building: Completed Winter 1994
Work included shear walls and exterior stone resurfacing.

Concurrent and subsequent to Stage 1 work, Port Engineering and Maintenance staff performed accessibility upgrade work in the Ferry Building. This work included motor operated entry doors, signage, elevator improvements, pay telephones with provision for TDD, first and third floor common area restroom and drinking fountain improvements.

Stage 2 Disability Access and Strengthening: Projected Completion Fall 1997
Work includes shear walls, structural steel bracing, accessible parking spaces, common area bathrooms and drinking fountain on the second floor, private tenant spaces including restrooms on the first and second floors, port office bathrooms and drinking fountain adjacent to the commission meeting room. This work is currently in progress.

With respect to the Ferry Building, this report concentrates on the Stage 2 Disability Access Design and other concurrent projects adjacent to and within the Ferry Building.

Ferry Building Accessibility: The programmatic aspects of the Port Commission are within the Ferry Building, and accessibility here is a priority. The Ferry Building, has been surveyed and studied by Port Staff. The Port occupies only portions of the building, with the remainder comprised of common areas and tenant occupied spaces. Therefore included herein are the required improvements for the Port occupied and common building areas. These improvements include:

Path of Travel from accessible parking spaces in the four public lots in front of the building and from the accessible MUNI and BART lines that serve the Ferry building. This also includes public lobbies and corridors, elevators, and other common areas in the building that lead to building tenants, restrooms, the Port Commission hearing room, and bathrooms adjacent to the Port Commission

hearing room. To ensure access for the blind and low vision community, tactile and braille signage will be added within Port offices, and Talking Signs along the path of travel will be studied and included in the work as funding becomes available.

Services for the public supported by the Building. These include restrooms and drinking fountains on every floor and adjacent to the Port Commission meeting room, public telephones inside and outside of the building, and accommodations for user supplied TDD at the building lobby telephone bank.

Public Meeting Rooms in the Port Commission offices. There are six meeting rooms used by the Port on the third floor of the building. The Port Commission meeting room is by far the largest of these, and is the place where most public meetings are held.

Program Access for Public Meetings and Hearings: The Port's public notices of commission meetings and other advertised public meetings, shall include information regarding accessible public transit options, accessible parking locations, assistive listening device availability, and policy regarding provision of American sign language interpreters, large print copies of agendas, and incoming TDD call service for the Port offices.

Pier ½ Ferry Terminal: The Pier ½ Ferry Landing, opened in the spring of 1993, is an example of recent construction that has helped improve the accessibility of the waterfront for both the citizens of San Francisco and visitors to the Port. Pier ½ is immediately to the north of the Ferry building. Users of the Pier ½ landing typically cross the Ferry Building site to reach MUNI or BART en route to their destinations. Of particular significance is the ferry landing float which complies with design guidelines the Port developed to address access to floating structures on the Bay. *See appendix two.* Talking Signs along the path of travel will be studied and added as funding becomes available.

Downtown Ferry Terminal: One of the Port's current projects involves site improvements around and through the Ferry building, which will provide an accessible path of travel between the Embarcadero and the Ferry Plaza directly to the east of the Ferry Building. Completion in the spring of 1999 is projected for this project. A new float serving Ferries to Vallejo is planned for the south side of the Downtown Ferry Terminal. This float and associated ramps will comply with the Port's accessibility guidelines for floating structures on the Bay.

Fishing pier Accessibility: All three Park piers (Pier 7, Warm Water Cove pier, and Aqua Vista pier) are mostly accessible. Improvements to the path of travel, seating areas, and picnic table

areas, are required at Warm Water Cove, and at Aqua Vista. Pier repair may also be required at some locations. The Ferry Plaza pier has recently been upgraded with an accessible portable toilet, and an accessible fish cleaning sink is planned for this year. An accessible boat dock is required at Aqua Vista, to complement the existing boat ramp.

Agricultural Building: This building is predominantly leased to private tenants, however the common areas of the building need to be made accessible. This work includes parking, building entrance, signage, restrooms, and drinking fountains. This building is located immediately to the south of the Ferry Building, and is also a registered historical landmark.

Pier 35 Passenger Ship Terminal: This facility serves the passenger cruise ship industry and is also occasionally leased for various special events. Recent accessibility projects include addition of a ramp to the second floor. Second floor bathroom improvements are in the process of being completed. Additional work currently underway includes the installation of an accessible elevator and exit stairs, as well as escalators. Upgrades to the first floor bathrooms, addition of a TDD, visible fire alarms, and signage throughout are required.

Pier 46B Port Maintenance Facility: This facility is scheduled for demolition this year. The Port Maintenance Facility will be relocated to Pier 48 and will comply with current code and ADA accessibility requirements throughout.

Northern Waterfront: This area is currently undergoing a renaissance due to the Embarcadero Roadway improvements. This work includes many improvements in accessibility through this area. Work remains to be done in the Fisherman's Wharf area, consisting predominantly of curb ramps and parking improvements. Projects incorporating full accessibility currently in planning and preliminary design include public access area reconstruction at Vista Point at Pier 43 ½, and a new public access area, parking, restrooms, and commercial fishing Pier at Hyde Street Harbor.

Southern Waterfront: This area is also undergoing a dramatic transformation with the completion of the Embarcadero Roadway improvements and the addition of the proposed baseball stadium. Additional work incorporating full accessibility currently in planning and preliminary design include public access area, ferry landing float, and breakwater at the southern Downtown Ferry Terminal.

Other Construction: Port staff has the responsibility to design and/or review structures for public use within the Port's jurisdiction during the normal building permit process. This includes buildings, site improvements, streets, ferry landings, aprons, piers and wharfs. As part of our Transition Plan these designs will include required accessibility throughout each project area, and site reviews performed by Port building inspection staff will address accessibility features.

SAN FRANCISCO PORT COMMISSION
ACCESSIBILITY TRANSITION PLAN

SUMMARY MATRIX

Projects	Projected Cost	Completion Date
FERRY BUILDING - Common Areas		
Install signage at accessible parking spaces at north lot	$ 1,000	Qtr. 2, 1997
Replace accessible parking space at south lot.	$ 2,000	Qtr. 2, 1997
Construct conforming curb ramps (Mid Embarcadero Roadway Project)		Qtr. 4, 1997
Install electric door operators at front doors on Ferry Building		Complete
Construct/remodel accessible elevator bank in Ferry Building; revise controls, height of grab bar, add recorded voice floor annunciation and visual cab direction indicators.		Complete
Construct/remodel accessible elevator bank in Ferry Building; add cab up & down floor passing audible chime, and cab direction annunciation. adjust door dwell time.	$ 4;000	Qtr. 2, 1997
Install accessible public telephones in three locations around building and one TDD pay phone in Lobby		Complete

Install signs on pay phones indicating location of TDD pay phone.	$ 1,000	Qtr. 2, 1997
Construct/remodel one accessible men's restroom and one accessible women's room on first and second floors.		Complete
Construct/remodel one accessible men's restroom and one accessible women's room on second floor. (Ferry Building Stage 2)		Qtr. 4, 1997
Install headroom guardrail or bench seat below ramp in Lobby.	$ 2,000	Qtr. 2, 1997
Sidewalk ramp to north side of the Ferry Building.		Complete
Accessible parking in center lots of the Embarcadero. (Ferry Building Stage 2)		Qtr. 4, 1997
Fabricate and install accessible fish cleaning sink at Ferry Plaza	$ 10,000	Qtr. 2, 1997
Subtotal	$ 20,000	

FERRY BUILDING - Port Offices, Third Floor

Interior signs and identification in Port offices.	$ 10,000	Qtr. 3, 1997
Remodel men's & women's restrooms and D.F. near Commission Room. (Ferry Building Stage 2)		Qtr. 4, 1997
Revise Port notice of public meetings to include incoming call TDD phone service to Port reception desk.	$ no cost	Qtr. 2, 1997

Address physical accessibility of Port Commission meeting rooms; including sound enhancement system, accessible seating signage, microphone and dias, removal of non-accessible D.F.	$ 4,000	Qtr. 2, 1997
Subtotal	$ 14,000	

PIER ½, NORTHERN DOWNTOWN FERRY TERMINAL

Install required signage at accessible parking spaces at Pier ½	$ 1,000	Qtr. 2, 1997
Conforming curb ramps at Pier ½		Complete
Ferry landing float at Pier ½		Complete
Accessible public telephones at Pier ½		Complete
Subtotal	$ 1,000	

DOWNTOWN FERRY TERMINAL

Design and Construct new pedestrian walkways around and through the Ferry Building, as well as new ferry landing float and breakwater.	Qtr. 3, 1998

PIER 7 PEDESTRIAN PIER

Constructed in 1989. No work required.

WARM WATER COVE

Install accessible picnic table and seating areas, regrade and re-pave route,

Repair pier.		Qtr. 3, 1997
Subtotal	$ 80,000	

AQUA VISTA PIER

Install accessible picnic table and seating areas, regrade and re-pave route, blue zone and curb ramp, accessible boat launch dock.		Qtr. 4, 1998
Subtotal	$ 80,000	

AGRICULTURAL BUILDING

Revise parking, signage, entry doors, ramps, restrooms, drinking fountains.		Qtr. 2, 1998
Subtotal	$ 100,000	

PIER 35 PASSENGER SHIP TERMINAL

Install pedestrian ramp to second floor.		Complete
Install elevator, escalators, and new exit stair to second floor.		Qtr. 2, 1997
Remodel restrooms & D.F. on first floor.	$ 40,000	Qtr. 2, 1997
Remodel restrooms & D.F. on second floor.	$ 30,000	Qtr. 2, 1997
Modify pay phones on first & second floors, install TDD.	$ 2,000	Qtr. 2, 1997
Install new path of travel		

signage.	$ 10,000	Qtr. 2, 1997
Modify door hardware.	$ 15,000	Qtr. 2, 1997
Install visual fire alarm system.	$ 20,000	Qtr. 2, 1998
Subtotal	$ 117,000	

PIER 46B PORT MAINTENANCE FACILITY

Pier 46B is scheduled for demolition, A New Maintenance Facility project is underway at Pier 48, which will be accessible.		Qtr. 4, 1997

GRAND TOTAL PROJECTED COSTS	**$ 412,000**

END PORT TRANSITION PLAN

9. Compliance with Laws and Regulations. Tenant, at Tenant's sole cost and expense, promptly shall comply with all Laws relating to or affecting the condition, use or occupancy of the Premises in effect either at the time of execution of this Lease or which may hereafter be in effect at any time during the Term, whether or not the same are now contemplated by the parties. Tenant further understands and agrees that it is Tenant's obligation, at Tenant's sole cost and expense, to cause the Premises and Tenant's activities and operations conducted thereon, to be in compliance with the Americans with Disabilities Act, 42 USCS sections 12101, et seq.

Tenant understands and agrees that Port is entering into this Lease in its capacity as a landowner with a proprietary interest in the Premises and not as a regulatory agency of the City with certain police powers. Port's legal status as an agency of City shall in no way limit the obligation of Tenant to obtain any required approvals from City departments, boards or commissions which have jurisdiction over the Premises, including Port. By entering into this Lease, Port is in no way modifying or limiting the obligation of Tenant to cause the Premises to be used and occupied in accordance with all Laws.

PORT OF SAN FRANCISCO

GUIDELINES
for
ACCESS DESIGN OF FLOATING STRUCTURES
in
SAN FRANCISCO BAY

TABLE OF CONTENTS

Page 2. - Design Criteria Guidelines.

3. - Acceptable Slopes of Gangways.

4. - Design of Brow Ramps.

4. - Size of Floats.

4. - Edge Treatments of Floats.

5. - Pile Rings

5. - Handrails and Guardrails.

6. - Electric Lifts.

6. - Signs for Gangways.

Appendix A: - Tide Information for San Francisco.

Appendix B: - Examples: Informational Drawings.

These guidelines are the results of research and discussion between the Port of San Francisco, the Marine Ramp Accessibility Committee, local ferry boat owners/operators, local developers, marine engineers, and the disabled community. We have reached a general consensus of opinion, if not of detail, and present that opinion herein for use in the San Francisco Bay. Other locations may have to accommodate local conditions.

THE DEVELOPER OF THIS DOCUMENT TAKES NO RESPONSIBILITY FOR THE DESIGN, CONSTRUCTION, PERFORMANCE, OR CONFORMANCE TO CODE OF STRUCTURES BUILT ACCORDING TO THESE GUIDELINES.





DESIGN CRITERIA GUIDELINES:

Gangways shall be designed to be accessible between at all water elevations between Mean ACCESSIBLE Low Water (MALW) and Mean ACCESSIBLE High Water (MAHW).

These new terms were coined to define the tidal conditions that exist for all but the most exceptional lowest and exceptional highest tides. Under this method, gangways will be designed to meet these accessible guidelines 97 percent of the total time. These guidelines were developed for the Golden Gate in the San Francisco Bay.

DEFINITION: Mean ACCESSIBLE Low Water is the elevation at which ground is exposed 1.5 percent of the time based on the distribution of tide elevations over a 18.6 year period given by NOAA.

For the San Francisco Port, MALW is a -0.9 foot tide on a datum where Mean Lower Low Water is +0.0 feet.

DEFINITION: Mean ACCESSIBLE High Water is the elevation at which ground is exposed 98.5 percent of the time based on the distribution of tide elevations over a 18.6 year period given by NOAA.

For the San Francisco Port, MAHW is a +6.3 foot tide on a datum where Mean Lower Low Water is +0.0 feet.

EXCEPTION: Unreasonable Hardship Standards from Title 24 California Building Code shall apply.

The designer is responsible for following the American with Disabilities Guidelines (ADAAG).

Tidal activity varies from location to location. Local tidal data for the proposed structure location should be obtained from a reliable and accurate source.

ACCEPTABLE SLOPES OF GANGWAYS:

State and Federal requirements (UFAS, ADAAG, Title 24, etc.) for ramps are designed to assure that fixed structures, such as buildings, are accessible. Those codes do not yet specifically consider facilities with tidal or runoff elevation changes.

In general, slopes of gangways shall be as flat as possible. The use of existing disability access codes is encouraged and is expected to be followed as the technology becomes available.

CRITERIA: A gangway with a maximum slope of 1:16 between MALW and MAHW shall not require intermediate level landings provided that the length of the gangway, measured horizontally, is no greater than ninety (90) feet.

Gangways designed to be at 1:12, between MALW and MAHW, shall be built as required by Title 24, including intermediate level landings.

At no time shall any gangway system be designed to be steeper than 1:12 between MALW and MAHW.

NOTE: A 90' gangway constructed to be flat at a tide midway between MALW and MAHW will meet the 1:20 criteria for an "incline" about 99.9% of the total time. Inclines do not require level landings.

A 60' gangway constructed to be flat at a tide midway between MALW and MAHW will meet the 1:20 criteria for an "incline" about 91.5% of the total time. Inclines do NOT require level landings.

APPROVED EXCEPTION: Staff Available. During any period where a ramp serving a ship for hire or a charter ship, including ferries, is between 1:12 and 1:16, trained staff shall be available to provide physical assistance for ambulatory and non-ambulatory individuals with disabilities who are navigating the ramp. In such cases a sign shall be posted at each end of the ramp indicating that staff is available to assist persons with disabilities.

DESIGN of BROW RAMPS:

Brow ramps are ramps from the float to the ship. Typically, these ramps have been steep and narrow. Brows should be designed to the same access standards as ramps for fixed structures. Attention should be given to handrails, guardrails, and providing an accessible entrance to the boat.

The combing of the vessel usually creates a step onto the boat which will interfere with a smooth transition from float to ship. Access over the combing should be included in the design of the brow ramp. On any single float, a common brow ramp may be designed and used for different vessels.

The jurisdiction of the permitting authority may transfer at the point of entering the vessel. Vessels and their passengers are under Coast Guard control.

SIZE of FLOATS:

To minimize the elevation difference between the land and the float it may be desired to construct a landing on the float at an elevation above the float deck. This necessitates a fixed ramp, or ramps, from the landing to the float deck. This, in turn, may require an increase in the size of the float to accommodate the ramp(s).

In the San Francisco Bay, all fill, including the placement of a permanent floating structure which would shadow the Bay, requires a permit from the Bay Conservation and Development Commission (BCDC). In order to permit the fill, the Bay Conservation and Development Commission must find that the fill is the minimum necessary, and that the area of Bay lost to the filling is offset to the maximum extent feasible, preferably at or near the site. BCDC recognizes the importance of accessibility and would evaluate the proposed size of a project to ensure that it provides access to all likely users.

EDGE TREATMENT OF FLOATS:

Guardrails are required near the edge of a float at the end(s) of the path(s) of travel. The guardrails should extend a minimum of two (2') feet wider than the path of travel. No guardrails are required at the edge(s) of the float where boats are expected to dock. Non-slip, textured, such as truncated domes, stripes of contrasting color, such as yellow, at least six (6") inches in width, are required at edges without guardrails.

PILE RINGS:

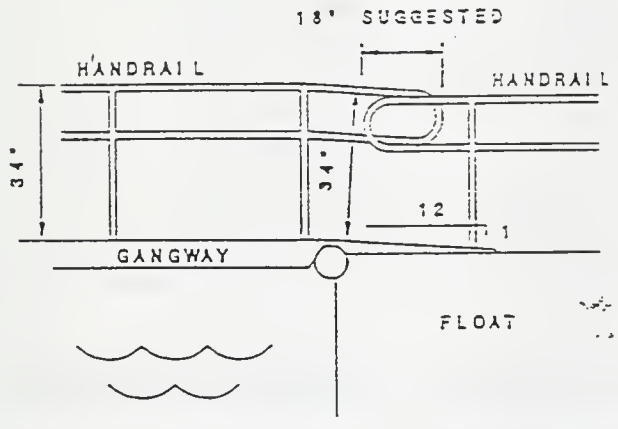
The gap between the pile ring and the pile should be kept to a minimum. The common design of a rectangular metal frame about a round pile allows large spaces in the corners. To minimize the open space, a octagonal shaped pile ring cover, or similar treatment cover should be considered.

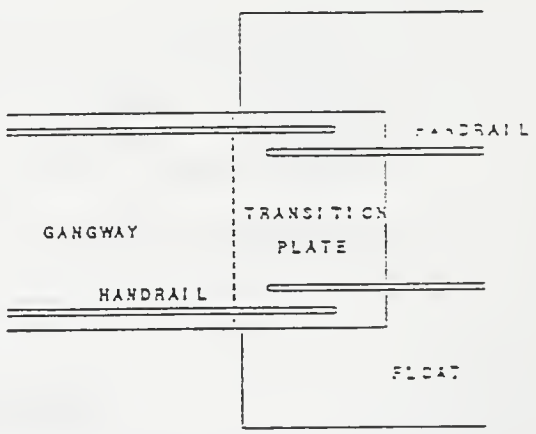
HANDRAILS and GUARDRAILS:

Handrails and guardrails are required along the path of travel over water and on the float at the ends of the path of travel. This includes gangways, brow ramps, fixed ramps and level landings on the float.

EXCEPTION: 1) Handrail extensions at the ends of gangways should be parallel to the path of travel they serve. For example, extensions over gangway transition plates should be parallel to the transition plate. EXCEPTION: Such extensions are not required to be parallel to the surface they serve during all tidal or weather conditions.

2) Gangway handrails are not required to be continuous with the handrails of adjacent elements along the path of travel. At the top and bottom of gangways, the handrail may have a circular return extending a minimum of 12 inches beyond the edge of the gangway.





ELECTRIC LIFTS:

An electric, self operated lift shall be acceptable as part of an accessible route. If a lift within an accessible route is used for access to a vessel a secondary means of egress, a ramp, either conforming or non-conforming should be considered for inclusion in the design. The concept of lifts is included to encourage and promote the development of this type of equipment for marine use.

SIGNS FOR GANGWAYS:

SIGNS FOR NON-COMPLYING GANGWAYS:

For approved exceptions, when a gangway does not comply with these guidelines, or exceeds a slope of 1:12, a sign shall be posted at each end of the gangway. The sign shall note the temporary nature of the condition and where assistance, if any, is available. The sign shall also include the approximate length of time the ramp is expected to be out of compliance. A particular gangway may be too steep for 15 minutes at extreme low tides while another gangway may be out of compliance for 2 hours at an extreme high tide. A person with this knowledge may be better able to judge the impact of the temporary non-compliance on his or her abilities.

EXAMPLE:

NOTICE:
This gangway may exceed slopes of 1:12 during periods of extreme low or high tide.
The length of time of this temporary condition will vary with the tide. In general, this ramp will exceed 1:12 for no more than 1 hour at each extreme tide.
For more information or assistance, contact the operator at (415) 555- 1234

SIGNS AND INFORMATION FOR FERRY SERVICES:

For ferry services, accessibility information of the destination terminal should be available to boarding passengers at the vessel.

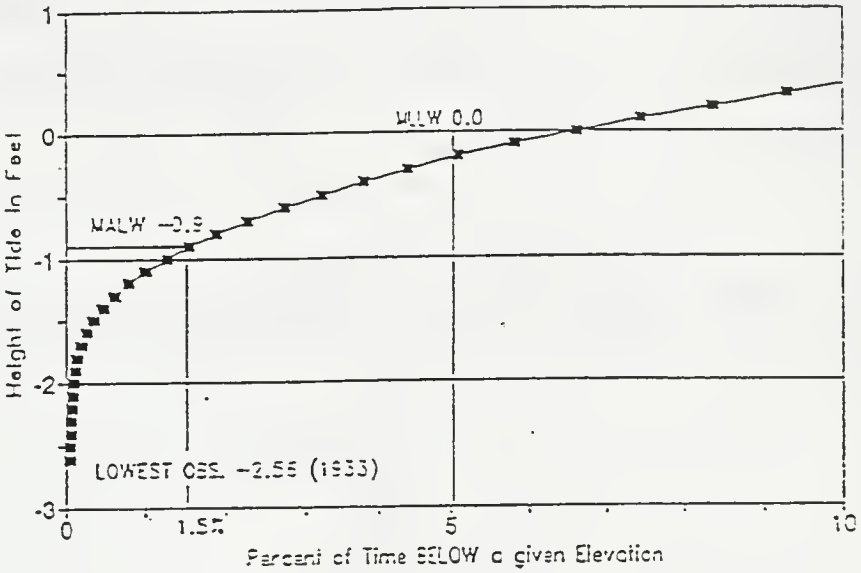
APPENDIX A:

TIDE INFORMATION FOR SAN FRANCISCO.

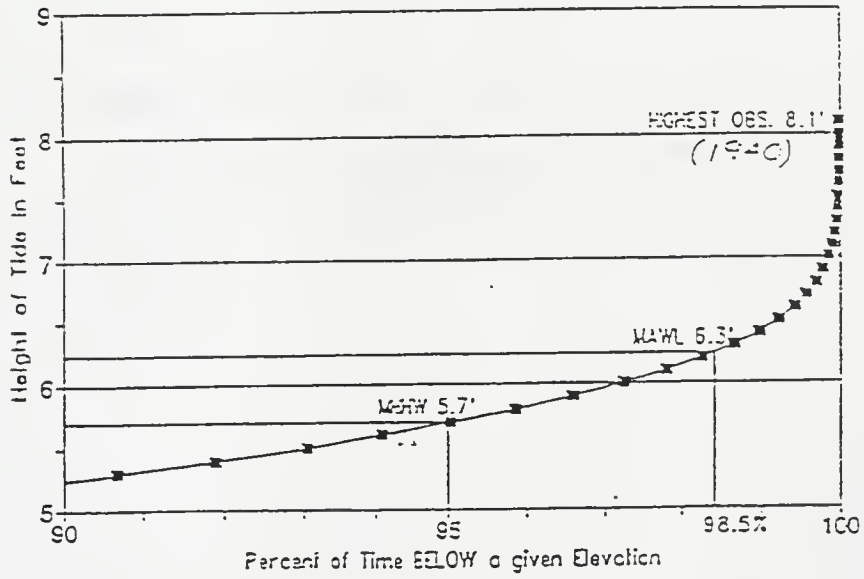
This tidal information is based on information received from the U.S. Department of Commerce National Oceanic and Atmospheric Administration.

The information is for Presidio Station from January 1922 to December, 1984.

LOW TIDE - 1922 - 1984
Data received from NOAA



HIGH TIDE - 1922 - 1984
Data received from NOAA



TIDAL DATA

Information from San Francisco Port Commission Survey Department
Dated 1956

F.S.M.
8-28-56

Tidal Planes

There are 4 tidal stations along the San Francisco Waterfront, established by the U.S.C. & G.S.; namely, Presidio, Rincon Pt. (vicinity Oakland Bay Bridge), Potrero Pt. (Bethlehem Shipyard), and Hunters Point. Each has its own tidal plane relationships but all are referred to a common plane, the Mean Sea Level of the U.S.C. & G.S., 1929, first order general adjustment. See Tables 1 and 2.

San Francisco (City Base=0.00) Datum Plane, which also is used by Board of State Harbor Commissioners, is referred to the Presidio Tidal Station mentioned above. See Table 1.

Data shown is based on U.S.C. & G.S. sheets, dated 1933, and San Francisco City Engineers' data sheet, undated, but received 8-22-56.

Table 1
TIDAL PLANES AT PRESIDIO STATION

Tidal Relationships using S.F. City Base=0.00		Tidal Relationships using M.L.L.W. = 0.00
San Francisco City Base	0.00	11.67
Highest Tide Observed (12-24-40)	-3.6	8.1
Mean Higher High Water	-5.97	5.70
Mean High Water	-6.56	5.11
Mean (Half) Tide Level	-8.55	3.12
Mean Sea Level	-8.62	3.05
Mean Low Water	-10.54	1.13
Mean Lower Low Water	-11.67	0.00
Lowest Tide Observed(Dec.'33)	-14.23	-2.56

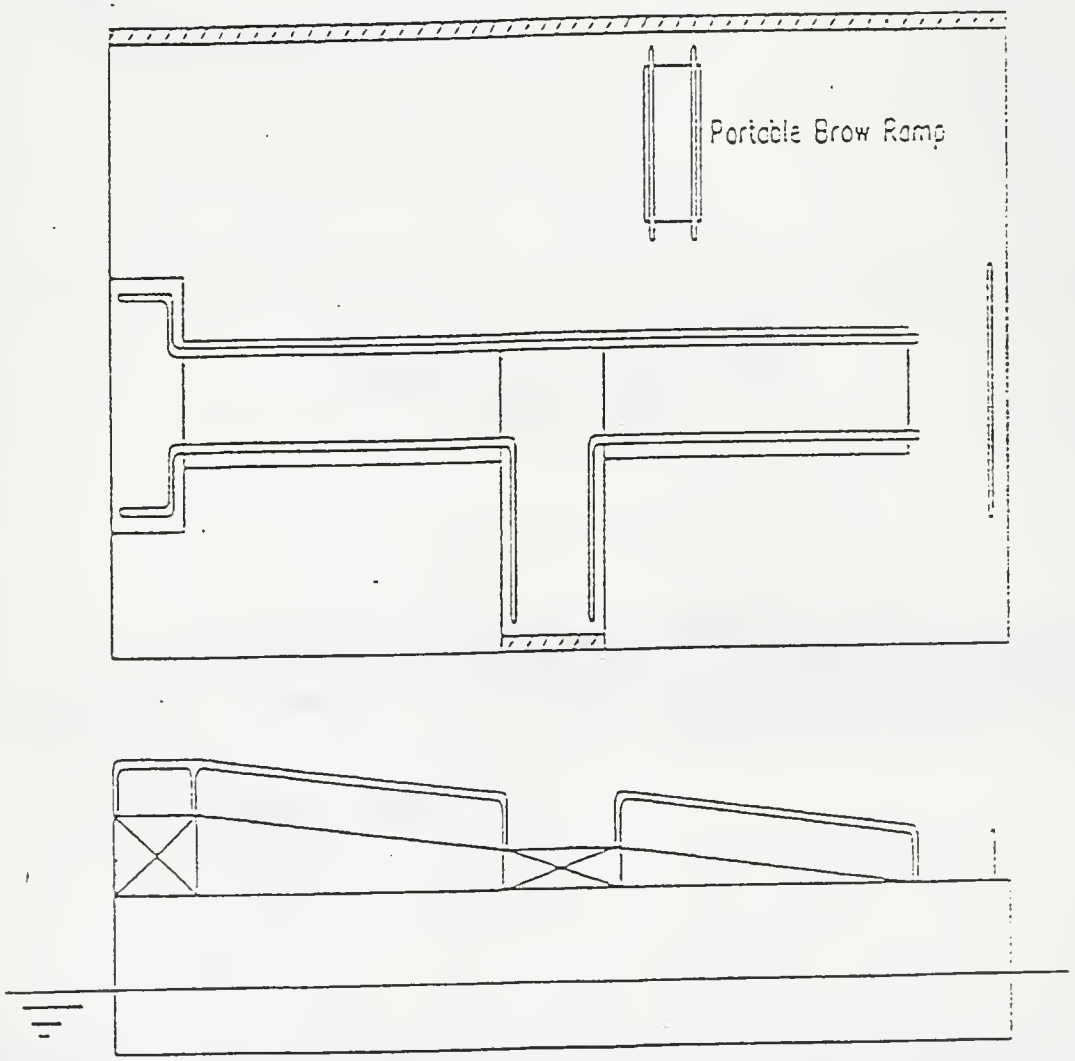
Table 2.
TIDAL PLANES AT RINCON, POTRERO & HUNTERS POINTS
Based on M.L.L.W.=0.00

	Rincon Pt.	Potrero Pt.	Hunters Pt.
Highest Tide Observed (estim.)	8.5	9.0	9.0
Mean Higher High Water	6.00	6.30	6.63
Mean High Water	5.40	5.70	6.02
Mean Tide Level	3.25	3.45	3.58
Mean Sea Level	3.21	3.40	3.54
Mean Low Water	1.10	1.20	1.14
Mean Lower Low Water	0.00	0.00	0.00
Lowest tide Observed (estim.)	-2.5	-2.5	-2.5

APPENDIX B:

EXAMPLES: INFORMATIONAL DRAWINGS.

These drawings are provided for informational purposes and are not meant to be design examples. In some drawings, details are removed for clarity.

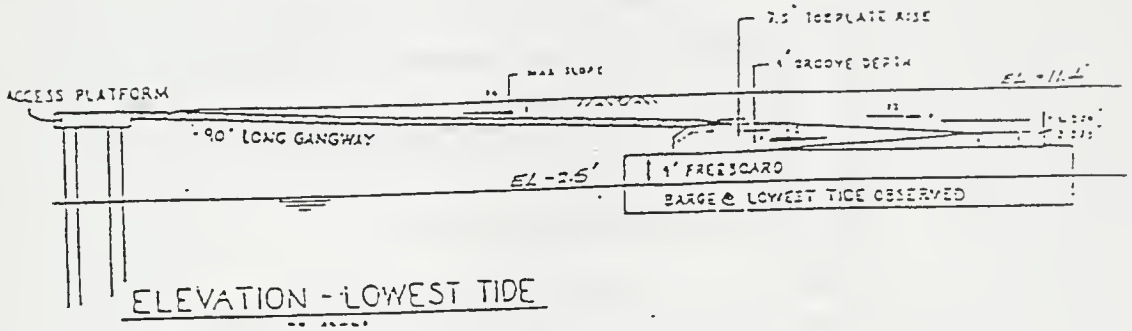


In this concept the float has two levels for docking vessels.

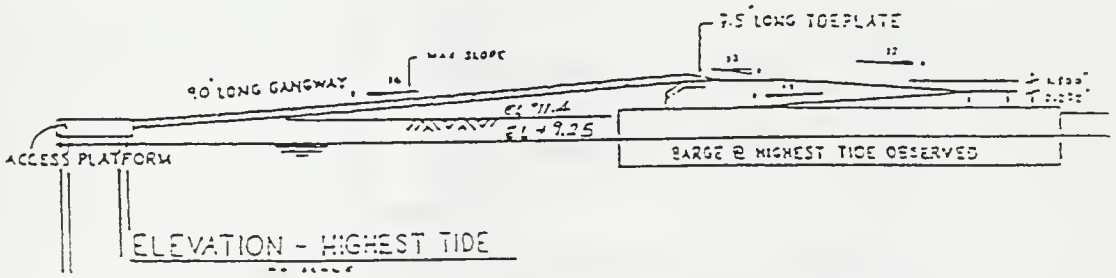
The high landing allows loading of ships whose entrance is well above the waterline. This will allow the use of a short brow ramp, while not exceeding the slope requirements for fixed ramps.

The deck of the float allows vessels to dock and be loaded when the entrance is closer to the waterline. The same brow ramp may be used for both loadings.

ACCESS SYSTEM ELEVATIONS
AT LOW TIDE

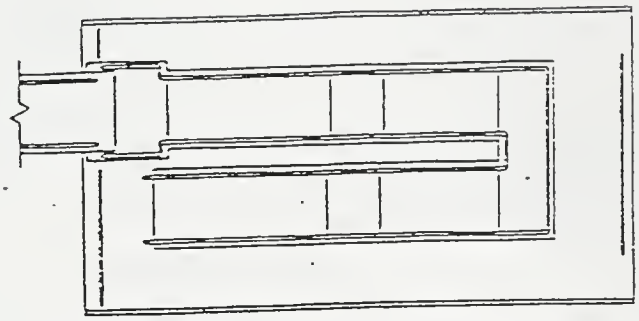


ACCESS SYSTEM ELEVATIONS
AT HIGH TIDE

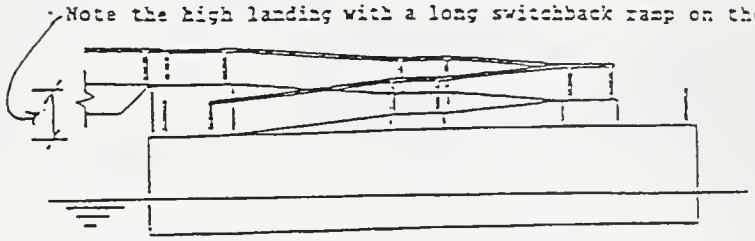


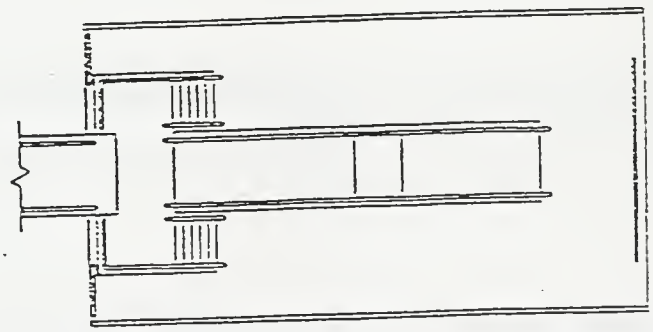
Gangway system designed and built at the Ferry Plaza in San Francisco. A long 90 foot gangway with a maximum slope of 1:16, without landings was used.

BARGE LAYOUTS

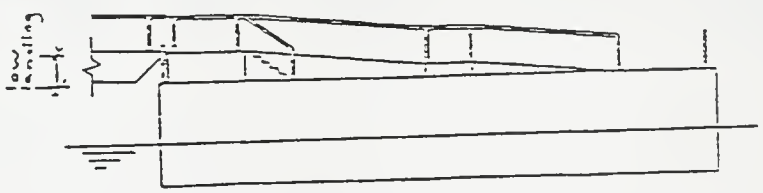


Note the high landing with a long switchback ramp on the float.



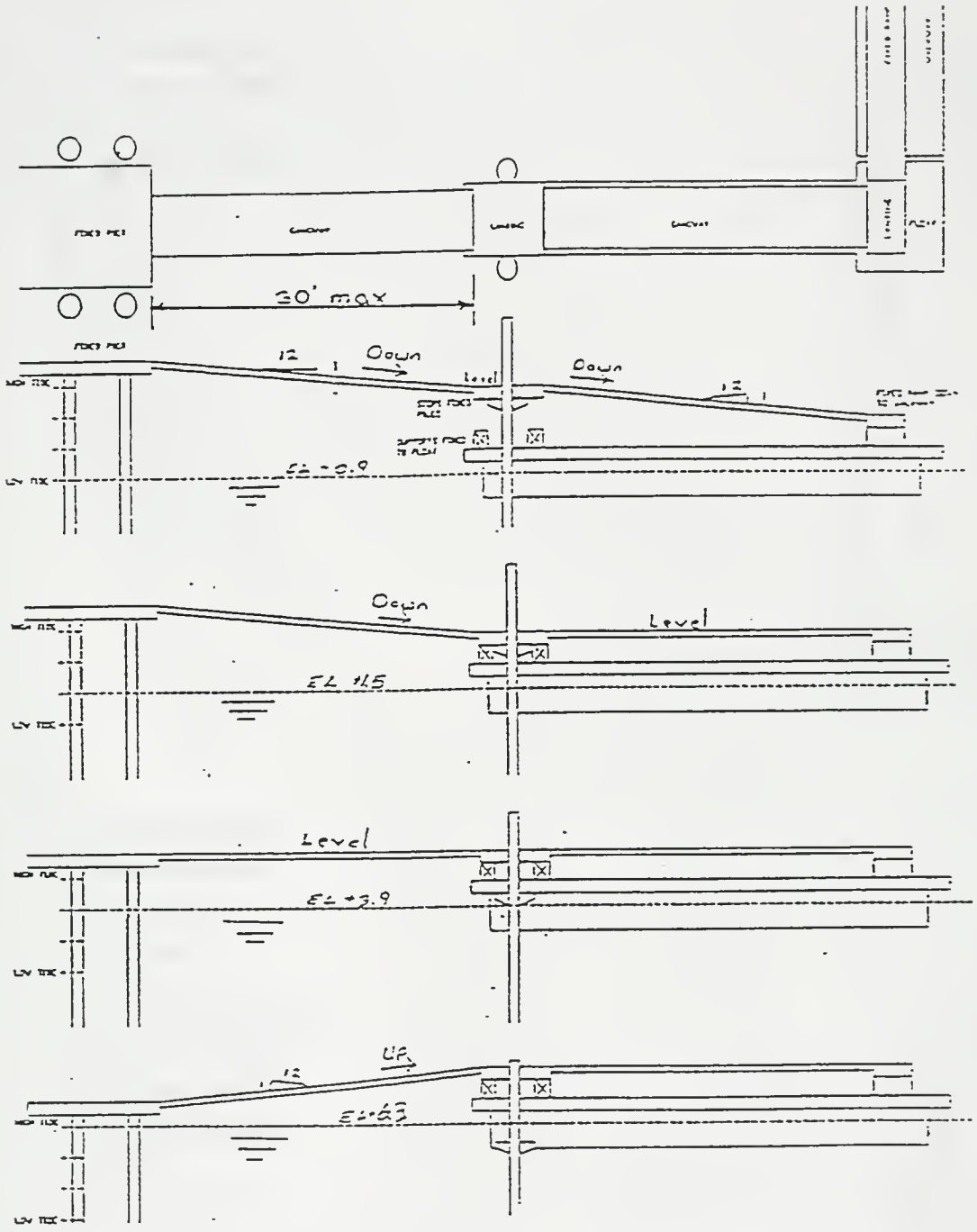


Note the wide landing with combined steps and ramp.

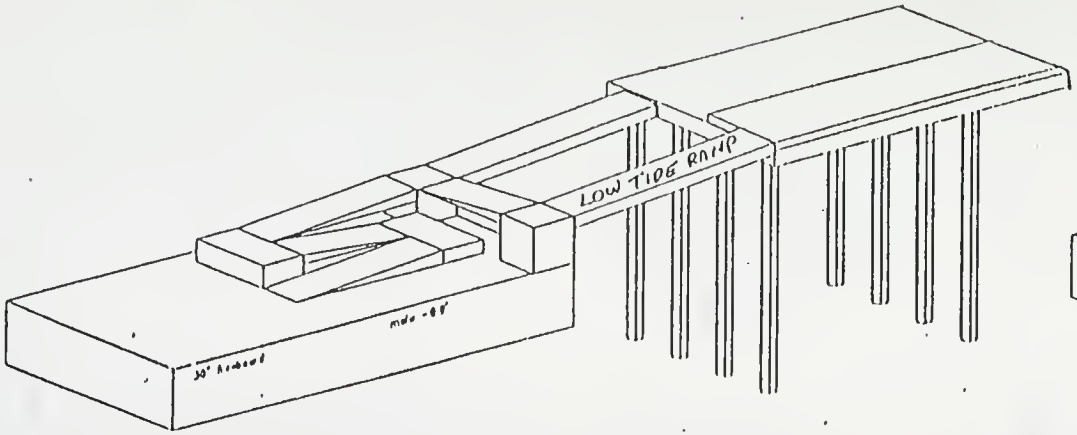


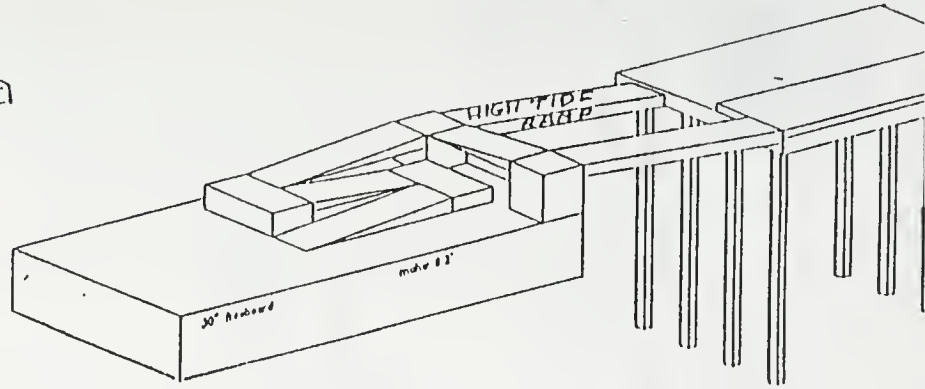
In these drawings, a raised landing is used to decrease the elevation difference between the trestle (not shown) and the float. Both show handrails and guardrails along the path of travel and at the edge of the float. The contrasting stripe delineates the edge of the float where the vessel will dock.

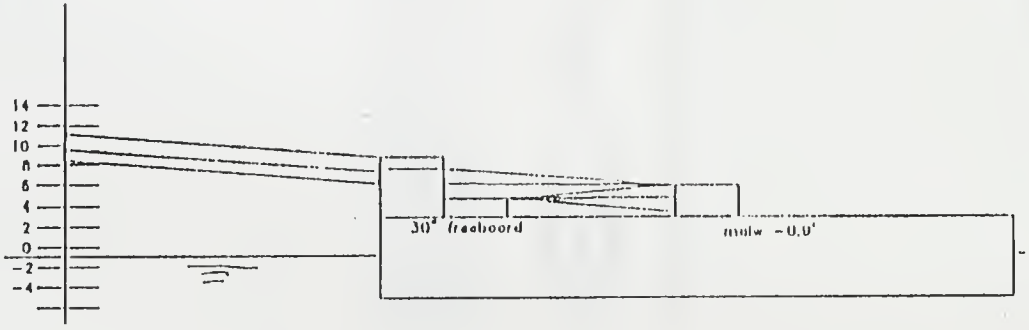
EXPERIMENTAL GANGWAY LAYOUT

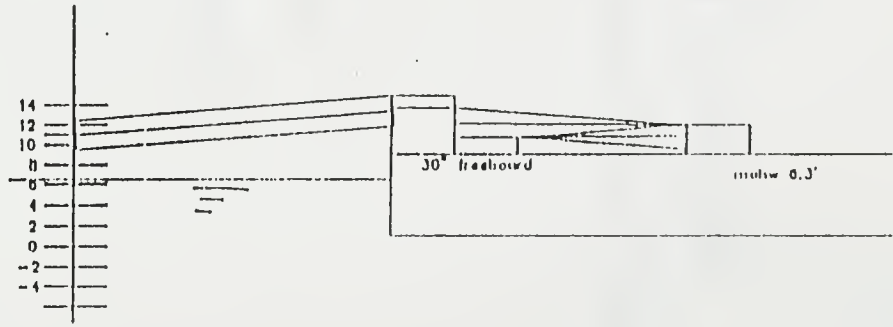


Experimental design where level landings are developed by allow g a landing to rest on piles. When the tide raises the float to he landing, supports on the float carry the landing up with the tide. The landing remains level on the float. As the tide ebbs, the landing again rests on the piles.


LOW TIDE RAMP
30' freeboard


HIGH TIDE RAMP
30' freeboard


14
12
10
8
6
4
2
0
-2
-4
30' freeboard
mslw -0.0'


14
12
10
8
6
4
2
0
-2
-4
30' freeboard
mslw 6.3'

OFFICE OF THE
CITY ADMINISTRATOR

WILLIE L. BROWN, JR.
MAYOR

WILLIAM L. LEE
CITY ADMINISTRATOR

FINAL DRAFT

ADA TRANSITION PLAN FOR THE COMMON AREAS OF THE HALL OF JUSTICE CITY & COUNTY OF SAN FRANCISCO

Published
June, 1994
REVISED NOVEMBER, 1996

COPIES AVAILABLE ON REQUEST

PUBLISHED BY
DEPARTMENT OF ADMINISTRATIVE SERVICES
STEVEN NELSON, ACTING DIRECTOR

PREPARED BY
BUREAU OF ARCHITECTURE
DEPARTMENT OF PUBLIC WORKS
CITY AND COUNTY OF SAN FRANCISCO

401 VAN NESS AVENUE, ROOM 402, SAN FRANCISCO, CA 94102
TELEPHONE (415) 554-4851; FAX (415) 554-4849

Introduction

This Transition Plan sets forth a program for achieving compliance with Americans with Disabilities Act (ADA) of 1990 at the Hall of Justice. This program will ensure that common areas of the facility are accessible. These are the areas of the Hall of Justice that are the responsibility of the Department of Administrative Services. Acting Director Steve Nelson is responsible for implementing the plan. This program includes some elements that result in a level of accessibility exceeding the ADA's requirement of program access.

This Plan primarily focuses on the correction of three key concerns.

- Path of travel from the accessible parking spaces to and through the primary entrances and through all common areas.
- Services, e.g., restrooms, drinking fountains, and telephones that are available for the general use of the public using a building.
- Public Meeting Areas commonly used by multiple departments including paths of travel to these areas and associated services mentioned above.

This plan covers all non-departmental areas including common corridors, stairwells, public restrooms and elevators. Individual departmental areas are the responsibility of those departments.

Funding has been identified for the projects listed in this plan. However, in the event that actual construction bids are higher then estimated, additional funds will need to be secured to complete the work.

Program Accessibility

This Transition Plan will identify architectural barriers within the public areas at the Hall of Justice that impair the access to public programs offered in the building. It will describe the methods to be used to remove the barriers, the time schedule for completion of the projects and the estimated cost of the projects. It shall be used by individual department, in conjunction with their individual Transition Plans and Self-Evaluations, which evaluate program access, an aid to improve public access.

SURVEY STANDARDS

The accessibility survey instrument used for this Transition Plan was prepared by the Department of Public Works and titled "Disabled Access Survey Form, Revision 9, Version 9/94." The survey instrument incorporates the most restrictive provisions of the following standards:

1. Part 2, Title 24, California Code of Regulations, 4/1/94.

2. Uniform Federal Accessibility Standards (UFAS),4/1/88.

3. Americans with Disabilities Act, Accessibility Guidelines (ADAAG),7/91.

Because accessibility guidelines for Title II of the ADA have not yet been adopted, the ADA allows a public entity to comply with either UFAS or ADAAG. Until Title II guidelines are adopted, structural improvements projects in the public areas of facilities will use both ADAAG guidelines and UFAS and will comply with the most restrictive of either code. If the codes conflict such that compliance with both is impossible, we will rely on the ADAAG standard. In addition, any remodeling or construction work at any Public Works facility will comply with Title 24.

CORRECTION WORK

The work listed in the following summary sheets will be used to implement this Transition Plan. The total project costs shown on the summary sheets include unadjusted construction cost, contractors overhead and profit, contractors general conditions, program contingency, adjustment for remodeling conditions, construction contingency, inflation (2 years), design, and construction administration.

HALL OF JUSTICE
TRANSITION PLAN - SCOPE OF WORK

COMPLETED WORK

Initial access work incorporated in recent discrete projects and identified in this plan as actions taken to comply with A.D.A.

1. Install four blue zones on Bryant Street.

2. Modify rear door width and pressure at inner vestibule. The exterior doors to be modified when adjacent construction barrier is removed.

3. Provide portable sound enhancement system for 6th floor auditorium through the SFPD.

4. Modify existing sidewalk curb cuts.

5. Repair temporary ramp.

FUNDED WORK

Phase One

Phase One items are high priority and relatively low cost items to provide accessibility as soon as possible. It is anticipated that phase one items will be completed by the facility maintenance personnel and DPW staff. Phase one will be completed by July 1, 1997.

The work includes the following:

		Project Cost	Completion Date
1.	Remodel of first floor men's and women's restroom to provide access.	$ 24,500	July 1997
2.	Inform the telephone company of their responsibility to install accessible public telephones with volume control , TDD shelf and hearing aid compatibility.	NA	July 1997
3.	Advise the State Department of Rehabilitation of their responsibility to provide an accessible concession area.	NA	July 1997

FUNDED WORK

Phase Two

Phase Two items are substantial enough to require detailed plans, specifications and contract bidding. Such improvements should be completed by March, 1998.

		Project Cost	Completion Date
1.	Develop a master plan for signage. Install a new building directory at each elevator bank on each floor and exterior directional signs.	$ 46,000	March, 1998
2.	Retrofit one men's and one women's restroom on each of floors 3 an 5 to comply with current codes for existing buildings.	180,600	March, 1998
3.	Install one accessible (High /Low) drinking fountain on each of six floors.	50,500	March, 1998
4.	Install lever hardware, kickplates over panic hardware and restroom doors. Rehang new doors at restrooms for proper clearances.	15,000	March, 1998
5.	Construct a ramp at Medical Examiner - Coroner's offices with railings if warranted.	98,000	March, 1998
6.	Construction of a permanent sloped walk way at front entry at Bryant Street and installation of 2 sets of automatic door operators for entry and exit.	198,100	March, 1998
7.	Provide handrails and contrasting stripes on stairs to comply with current codes for existing buildings.	39,000	March, 1998
8.	Completion of modification for Elevators #4 & #5 for ADA compliance including: emergency phone, floor identification at each level's jamb, call buttons, audible floor indicators, and signage	46,000	March, 1998
9.	Hazardous materials investigation and abatement in areas effected by barrier removal.	13,600	March, 1998
10.	Hazard mitigation including the removal of identified projecting objects , the construction of alcoves, or the installation of detectable mats.	57,100	March, 1998
11.	Install TDD telephone adjacent to Courtrooms.	20,800	March, 1998

Total Cost: $764,700

FUTURE WORK

Phase One

These improvements will be completed when funds are available.

		Project Cost
1.	Retrofit one men's and one women's restroom on Floor 2 to comply with current codes for existing buildings.	$ 90,300
2.	Retrofit one men's and one women's restroom on Floor 4 to comply with current codes for disability access for existing buildings.	90,300
3.	Construction of a walkway at 6th floor auditorium and installation of 6 wheelchair spaces and 2 semi-ambulant seating spaces, each adjacent to companion seating and new accessible doors at one vestibule.	56,000
4.	Retrofit one men's and one women's restroom on Floor 6 to comply with current codes for disability access for existing buildings.	120,000

Phase One total cost: $356,600

FUTURE WORK

Phase Two

Audio- visual alarms at courts wing and at restrooms and corridors are being deferred due to structural infeasibility at this time. A high-rise emergency plan is currently being studied by the Bureau of Architecture. Audio-visual alarms will be installed at the time of installation of an upgraded building-wide fire alarm system.

Phase Two total cost: exceeds $2,000,000

DISTRICT ATTORNEY'S OFFICE
MEMORANDUM ON ADA COMPLIANCE
(DRAFT)

MARCH 19, 1996

Hall of Justice
850 Bryant Street

The Hall of Justice houses the adult criminal division of the District Attorney's Office with the exception of the Special Prosecutions Unit located at 732 Brannan Street.

Building entrance is handicapped accessible. The building is equipped with a temporary ramp and handicap parking. Corridors and doorways in public areas are either in compliance or pending compliance. There is an accessible set of bathrooms on the first floor, and there is a Building Facilities Access Sign (with Braille) posted at the sole public entrance to the building. Under the current Transition Plan for the Hall of Justice common areas dated September, 1994, accessible bathrooms, water fountains, and all signage packages in designated areas, are in progress.

Office of the District Attorney

In regard to the space occupied by the District Attorney's Office at 850 Bryant Street, a site review was conducted on March 12, 1996 to determine ADA compliance. The conclusion is that some minor improvements are needed to bring the area into compliance.

Recommendations for Compliance

Room 301, Investigations:

1. Front Doors (Ingress/Egress):

 Recommendation: A memo from District Attorney Hallinan dictating a "Hold Open" policy for double door access during normal business hours.

2. Interior Entrance Signage:

 Recommendation: An official ADA sign in Braille to be located next to the front doors on the marble finish. The sign measures 60" from the floor on the latch side. Sign can be ordered from East Bay Sign Co.

3. Front Counter: Unauthorized access beyond the front counter is prohibited.

 Recommendation: 1. Furnish any paperwork and reading

material on clip boards; 2. Place signage in front of the counter requesting notification from persons requiring special assistance; 3. A "staff only" sign be placed on the counter swing door.

Corridor:

1. Women/Men Restrooms:

 Recommendations: Place a sign on restrooms identifying them as "staff only," and indicate location of public restrooms on first floor. Issue a memorandum from the District Attorney to this effect.

2. Victim/Witness Assistance Program: Front Doors

 Recommendation: 1. Issue a memorandum from the District Attorney establishing a "Hold Open" policy for double door access during normal business hours; 2. Place an official ADA sign in Braille next to the front doors on the marble finish. The sign measures 60" from the floor on the latch side.

3. Telephone Window: Signboard

 Recommendation: An abbreviated signboard in Braille, posted at a height to meet ADA requirements.

4. Reception Counter, Room 322: Counter may be inaccessible for reading, writing and reviewing material.

 Recommendation: 1. Furnish any paperwork and reading material on clip boards; 2. Place signage in front of the counter requesting notification from persons requiring special assistance.

Special Prosecutions Unit
732 Brannan Street

The Special Prosecutions Unit of the District Attorney's Office occupies the second floor of this building, and is currently the only tenant in the building. This building is not handicap accessible. Clients requiring special assistance are accommodated at an alternative site. The landlord at 732 Brannan has been unable to make the building accessible to date.

Interim recommendations:

1. Building Access: Absent

 Recommendation: Install a call button at the front door entrance and sign (ADA) indicating purpose of bell and notification that arrangements for entrance be made by calling a given number. A representative will answer the call button and inform the appropriate staff member to greet and/or relocate.

Welfare Fraud Unit
170 Otis Street

The Welfare Fraud Unit of the District Attorney's Office is housed on the sixth floor of 170 Otis Street, which is under the jurisdiction of the Department of Social Services. The Transition Plan of the Department of Social Services identifies areas that require improvements and list where improvements have been made. The improvements are the responsibility of the Department of Social Services. Many of the improvements have been implemented.

The building provides controlled access during business hours. Persons requiring special assistance can obtain it from the front desk or by dispatching someone on the Welfare Fraud Unit using a front desk telephone.

Note: The Welfare Fraud Unit is scheduled to relocate in July, 1996.

1. Conference Room:

 Recommendation: Lever hardware and ten inch brass kickplates on the door to the unit's sole conference room.

Youth Guidance Center
375 Woodside Avenue

The Juvenile Division of the District Attorney's Office is housed at the Youth Guidance Center which is located on the first floor at 375 Woodside Avenue. The areas of the building open to the general public are under the jurisdiction of the Juvenile Probation Department. The District Attorney does not control any areas open to the general public in regard to paths of travel, water fountains, bathrooms, and other areas designated for "special use." The Juvenile Probation Department has submitted a Transition Plan which describes areas scheduled for ADA compliance.

Disabled parking, many accessible bathrooms, drinking fountains, elevators and other areas have been provided for, while audible enhancements to telephones and some signage are pending completion.

Most of the time, there is controlled access to the District Attorney's Office during business hours. The office is accessible by a newly installed backdoor ramp with parking or via front door ramp and elevator. The District Attorney's Office is accessible for very limited use. Arrangements for an alternative meeting site, such as the conference rooms on the second and third floors would satisfy accessibility needs.

YGC/District Attorney's Office:

1. Interior Front Door:

 Recommendation: Place an ADA sign in Braille next to the front doors. The sign measures 60" from the floor on the latch side. The sign describes that this is the District Attorney's Office along with any other relevant information. Sign can be ordered from the East Bay Sign Co.

2. Interior/Exterior Access: Unauthorized access beyond the front door is forbidden; authorized access provides limited space.

 Recommendation: 1. Furnish paperwork and reading material on clip boards; 2. Place ADA signage in front of the door requesting notification from persons requiring special assistance; 3. Place a "staff only" sign on the front and back doors leading to the District Attorney's Office; 4. Select an alternative meeting site.

3. Witness Room:

 Recommendation: Install lever and kick-plate hardware on first floor witness room.

Corridor:

1. Women/Men Restrooms:

 Recommendations: Place a sign on restrooms identifying them as "staff only," and indicate location of public restrooms, which exist on the second and third floors. Issue a memorandum to this effect from the District Attorney.

Family Support Bureau
617 Mission Street

The Family Support Bureau of the District Attorney's Office relocated to 617 Mission Street less than one year ago. The District Attorney's Office occupies five floors including a basement. The five floors are in ADA compliance. Building ingress and egress is located on Mission Street for the general public. Staff ingress/egress is both on Mission and Montgomery Streets. There is controlled access during business hours. Ample provisions have been provided for those requiring special assistance.

Recommendations:

1. Steam Pipes: Two protruding steam pipes are in the process of being covered.

Child Abduction Unit

Food Stamp Trafficking Unit

Victim Witness Unit -- Claims Unit
699-8th Street

These three units are housed at this location on a month-to-month lease. The Department of Real Estate is currently attempting to negotiate a contract with an alternative location and landlord. All three units are handicap accessible. In addition, clients currently requiring special assistance can be accommodated at an alternative site.

THE MUNICIPAL COURT OF THE
CITY AND COUNTY OF SAN FRANCISCO
(415) 554-4521

GORDON PARK-LI
Clerk-Administrator

633 Folsom Street, Room 500
San Francisco, CA 94107-3600

Date: January 2, 1997

To: Paul Imperiale, Citywide Disability Coordinator

From: Richard Hauser, ADA Coordinator for Municipal Court at Hall of Justice

Subject: Revised ADA transition plan for Hall of Justice;
Projects needing Completion;
Response to Disability Council Comments

Enclosed is the revised Transition plan for ADA Accessibility at the Hall of Justice, together with the projects that still need completion and cost estimates for those projects.

Also enclosed separately , addressed to you , are responses to the comments submitted by the Mayor's Disability Council which you requested.

If you have any questions please call me at 553-9852.

cc: G. Park-Li, R. Curl

MUNICIPAL COURT
CITY & COUNTY OF SAN FRANCISCO
TRANSITION PLAN FOR
HALL OF JUSTICE ACCESSIBILITY

Revised Jan. 1997

I. INTRODUCTION:

The Municipal Court has, located at the Hall of Justice: 12 Criminal Courts (Depts. 9-20); 2 Traffic Courts,(Depts. A & B); a clerks' office for the Traffic Division (room 101); and a clerk's office for the Criminal Division (room 201).

Part II. Describes in detail the obstacles to accessibility and the steps necessary for accessibility. Both clerk's offices will be made accessible with lowering of counters and signage for the disabled.
Accessibility in common areas is covered in the Chief Adminstrative Officer's Transition Plan for the Hall of Justice.

Part III. Indicates the resources that are available to all courtrooms and offices.

Part IV. Indicates person responsible for implementing the plan and the ADA coordinator for the facility.

II. OBSTACLES & METHODS TO PROVIDE ACCESSIBILITY

A. Courtrooms

All courtrooms are fully accessible for spectators and jurors. Two courtrooms will be made wheelchair accessible for witnesses and judges under the principle of equivalent facilitation. A judge who needs wheelchair access to the bench can be assigned to either Dept. 19 or Dept. 20, or to any of the civil division courtrooms, by the Presiding Judge, who makes assignments for all judges of the court. A criminal case with a witness who needs wheelchair access can be assigned to Dept 19 for a jury trial or Dept 20 for a preliminary hearing upon notice to the Criminal Courts Calendar Coordinator.

Dept 9

Jury box: none

Public area: seating capacity: 109*. Four wheelchair spaces available.

*** seating capacity is after removal of seats and includes wheelchair seating.**

MUNICIPAL COURT ACCESSIBILITY TRANSITION PLAN, HALL OF JUSTICE

DEPT. 10

Jury box: Accessible, although this department has not heard a jury trial since circa 1980.

Public area: Seating capacity: 92*. Four wheelchair spaces available.

Dept. 11

Jury box: none

Public area: Seating capacity: 53*. Four wheelchair spaces available. Aisle on south side has been widened to provide clearance for wheelchairs.

Dept. 12

Jury box: none

Public area: Seating capacity: 120*. Four wheelchair spaces are available.

Dept. 13

Jury box: Has been made accessible.

Public area: seating capacity: 69*. Two wheelchair spaces. are available in the main public area and additional wheelchair space is available on demand.

Dept. 14

Jury box: Has been made accessible.

Public area: Seating capacity: 69*. Two wheelchair spaces are available in the main public area and additional wheelchair space is available on demand.

Dept. 15

Jury box: Has been made accessible.

Public area: Seating capacity: 120*. Four wheelchair spaces are available.

MUNICIPAL COURT ACCESSIBILITY TRANSITION PLAN, HALL OF JUSTICE

Dept. 16

Jury box: Has been made accessible.

Public area: Seating capacity: 120*. Four wheelchair spaces are available.

Dept. 17

Jury box: Has been made accessible.

Public area: Seating capacity: 105* . Four wheelchair spaces are available.

Dept. 18

Jury box: none

Public area: Seating capacity: 74*. Two wheelchair spaces are available. Additional wheelchair space is available on demand.

Dept. 19

Jury box: Wheelchair accessible. All chairs are moveable. Front row is floor level.

Witness box: Install wheelchair lift with two stops: first stop for the witness; second stop for the Judge's Bench. Remove portion of witness platform to accommodate lift and access to the lift.
Jury trials and other hearings requiring wheelchair access for a witness can be transferred to this department upon notice to the Criminal Courts Calendar Coordinator by the prosecution or defense attorney. The District Attorney, Public Defender and the San Francisco Bar Association will be notified of this requirement.

Judge's Bench: See above. Judges needing wheelchair access to the Bench may be assigned to this department by the Presiding Judge.

Public area: Seating capacity: 105*. Four wheelchair spaces are available.

MUNICIPAL COURT ACCESSIBILITY TRANSITION PLAN, HALL OF JUSTICE

Dept. 20

Jury box: None

Witness box: Install wheelchair lift with two stops: first for the witness; second for the Judge's Bench. Remove portion of witness platform to accommodate lift and access to the lift. Install gate on north side of Judge's Bench for access. Relocate alarm button.
Hearings requiring wheelchair access for a witness can be transferred to this department upon notice to the Criminal Courts Calendar Coordinator by the prosecution or defense attorney. The District Attorney, Public Defender and the San Francisco Bar Association will be notified of this requirement.

Judge's Bench: See above. Judges needing wheelchair access to the bench can be assigned to this department by the Presiding Judge.

Public area: Seating capacity: 48*. Two wheelchair spaces are available.

Dept. A
Jury box: none

Witness box : none

Public area: Accessible as no fixed seating.

Dept. B

Jury box: none

Witness box : none

Public area: Accessible as no fixed seating.

B. OFFICES

1. TRAFFIC DIVISION CLERK'S OFFICE, ROOM 101:

Public counter: Lower counter top at one window, (location to be determined) to 36 inches from floor level; with 29 inches clearance from floor.

Signage: To be installed to conform to size of type and identification of international symbols requirements, including braille.
Currently two non-braille signs directing disabled persons who request service are posted. These conform to size of type and identification of international symbols requirements. One outside the office and one inside the office.

2.CRIMINAL DIVISION CLERK'S OFFICE, ROOM 201:

Public counter: Lower counter top at window #1 to 36 inches from floor level; with 29 inches clearance from floor.

Night bail window: Lower counter top at bail window to 36 inches from floor level; with 29 inches clearance from floor. Retrofit with new bullet proof glass.

SIGNAGE: To be installed to conform to size of type and identification of international symbols requirements, including braille.

III. OTHER RESOURCES AVAILABLE:

All Courtrooms and offices have the following resources available for defendants, witnesses, and jurors:

Assistive Listening Devices: The criminal courts have two transmitters & four receivers for the use of defendants, witnesses, and jurors. In addition there are an additional two sets from the Civil Division and two sets from the Superior Court which can be borrowed if necessary. There are signs inside and outside each courtroom notifying the public that they are available.
Sign Language Interpreters: Available upon request.
TDD Phone: 554-4100

IV. PERSON RESPONSIBLE FOR IMPLEMENTING PLAN:

Gordon Park-Li, Clerk-Administrator

ADA Coordinator for Hall of Justice Facility:
Richard Hauser

MUNICIPAL COURT A.D.A. WORK AT HALL OF JUSTICE

Courtroom/Office Improvements Needing Funding:

ITEM:	COST:	ORIGINAL COMPLETION DATE
LOWER ONE WINDOW IN COUNTER AREA IN ROOM 101	$ 3,950	JAN. 1996
LOWER ONE WINDOW IN COUNTER AREA IN ROOM 201	$ 3,950	JAN. 1996
PROVIDE SIGNAGE	$ 850	JAN. 1996
PURCHASE TWO WHEELCHAIR LIFTS	$ 33,200	NOV. 1995
REMOVE WITNESS BOX PLATFORM/JUDGE'S PLATFORMS AND INSTALL WHEELCHAIR LIFT IN COURTROOMS	$ 11,200	JAN. 1996
LOWER BAIL WINDOW OUTSIDE ROOM 201	$ 16,150	JULY 1996
SUBTOTAL	$ 69,300	
Add inflation for 1 year @ 5%	$ 3,500	
GRANDTOTAL	$ 72,800	

THE MUNICIPAL COURT OF THE
CITY AND COUNTY OF SAN FRANCISCO
(415) 554-4521

GORDON PARK-LI
Clerk-Administrator

633 Folsom Street, Room 500
San Francisco, CA 94107-3600

Date: January 2, 1997
To: Paul Imperiale, Citywide Disability Coordinator
From: Richard Hauser, ADA Coordinator for Municipal Court at Hall of Justice

Subject: Response to Disability Council's comments on ADA transition plan

Question: Who is responsible for the implementation of the plan.?
Gordon Park-Li as Clerk- Administrator is responsible for the implementation of the transition plan. Richard Hauser is the ADA coordinator for the court at the Hall of Justice.

Question: Do the judge's benches with lifts have sufficient space in the witness box and bench area to accommodate the 60 inch turning radius necessary for a wheelchair?
Neither of the lifts have as yet been installed. However they will comply with all ADA standards.

Question: Do the courtrooms have assistive listening devices available?
Yes. The criminal courts have two transmitters & four receivers for the use of defendants, witnesses, and jurors. In addition there are an additional two sets from the Civil Division and two sets from the Superior Court which can be borrowed if necessary. There are signs inside and outside each courtroom notifying the public that they are available.
In addition sign language interpreters can be requested through the court's Interpreter Coordinator.

Question: Are the courtrooms identified with compliant signage on the doors and adjacent walls?
Not at this time. There has been a budget request for the last three fiscal years to include funds for this purpose. These funds have never been approved. The court will be working with the Mayor's Disability Coordinator to obtain the funding this fiscal year.

Question: Does the clerk's office have a TDD available?
Yes. There is one TDD available for the Municipal Court, 554-4100, shared by both the Folsom St & Hall of Justice facilities.

Question: Are all doors to the courtroom comply with the width, weight and other requirements?
Yes. Door pressure will be monitored and adjusted as necessary by Building Engineers at the Hall of Justice.

cc: G. Park-Li, R. Curl

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103

FRED H. LAU
CHIEF OF POLICE

Mr. Paul Imperiale
Citywide Disability Coordinator
401 Van Ness Avenue, Room 402
San Francisco, CA 94102

Dear Mr. Imperiale:

Thank you for forwarding the comments from the Mayor's Disability Council regarding our Transition Plan. The plan has been completed for some time, however we continue to monitor our programs to insure compliance with the Americans with Disabilities Act.

In response to the Council's comments the following is offered:

1. Sergeant Michael J. Sullivan is the ADA Coordinator as required by Title II of the Americans with Disabilities Act and responsible for the plan.
2. The work necessary for programmatic access was identified and placed in the plan and did not require a separate plan for each station.
3. Those stations having public restrooms are to code, however the restrooms in the secured area of the station are not open for use by the public.
4. Unless noted in the plan, doors to be used by the public meet accessibility requirements. These are not to be confused with security access doors.

Should you have any further questions please contact Sergeant Michael Sullivan at 553 1343.

Sincerely,

William Welch
Deputy Chief of Police, Administration

MUNI ENGINEERING

MEMORANDUM

Answers to memorandum on ADA implementation. Date Jan. 13 , 1997

1. Ray Favetti is responsible for implementation of program.
2. Room 239 where fast pass is sold has been modified to meet the requirements of ADA in the sale of passes. Also Community services meets ADA, Room 238.
3. This was requested by Paul Imperiale, the drinking fountain was never used because bottled water is provided in the offices.
4. This will be done in March of 1997, and should be completed by July 1997
5. This work has been completed. Work consists of new waiting area people for discount pass, new counter for working people and cabinets related to operation.
6. This has been checked and closer is to be replaced with pulling force of 8½ pounds.
7. The contingency fund of 30% will be eliminated..
8. The public toilet in traing was corrected to all discrepancies fond. see inclosed list. May 1995

R. Peck

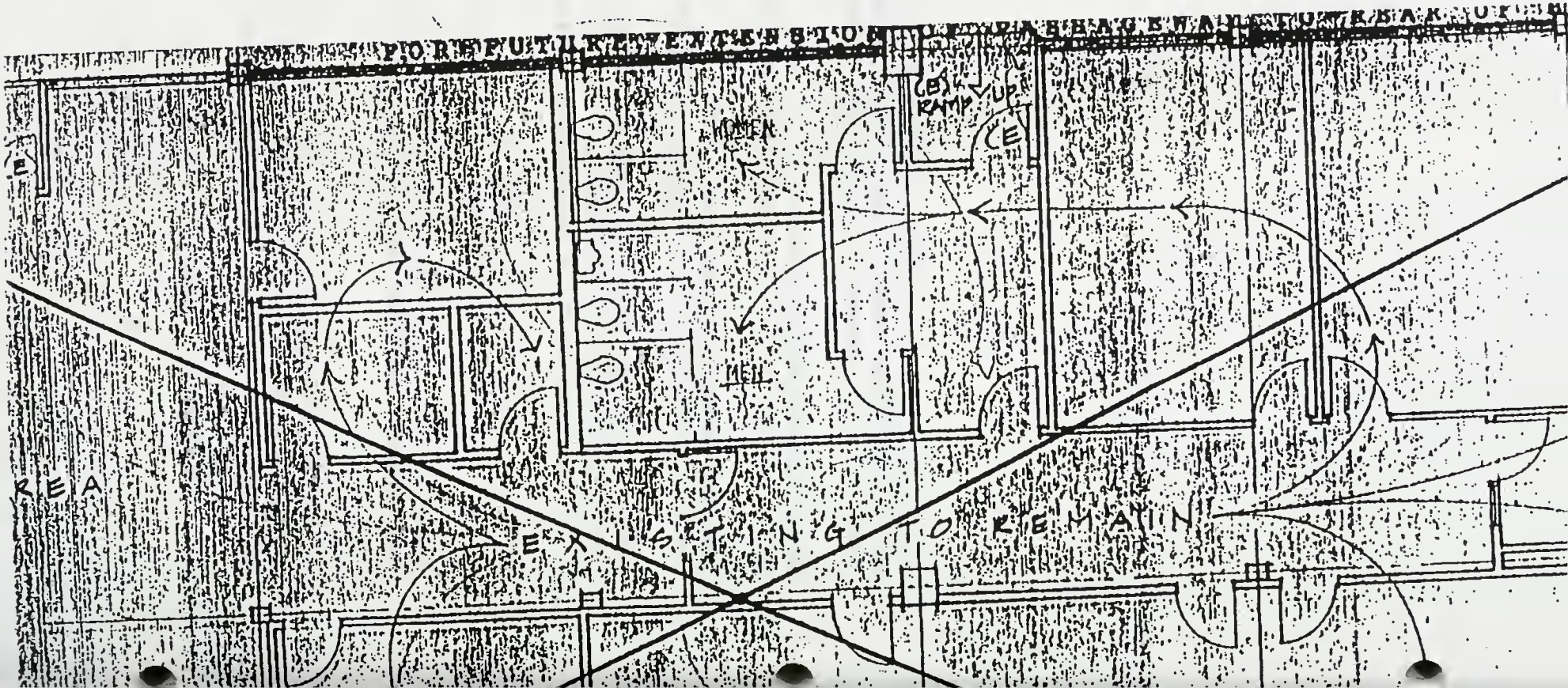
Muni Engineering

cc: J. O'Neill

THESE ARE TO BE CLASSIFIED AS PUBLIC WASH ROOMS

These washrooms in training have to be modified
to comply for handicap requirements.

1. Urinal to high from floor. Rim is to be 17" from floor. (Men)
2. Trap on lavatory needs to wrapped with insulation.(Men and Woman)
3. Clearance under lavatory not enough. (Men and Woman)
4. Faucet handles changed to lever. (MEN and Woman)
5. Hook on toilet compartment too high. (Men and Woman)
6. change door lock to slide bolt. (Men And Woman)
7. Provide flashing light for deaf person in case of fire.(Men and Woman)
8. International Handicap Symbol on Doors to washroom and in Grade 2 Braille To be 6" height Lettering all caps.
9. Flush valve in women's wash room on wrong side. move lever to front
10. Lower soap dish. Too high. (MEN and WOMAN)



Municipal Railway

Who is responsible for implementation of the plan?

Last paragraph of page one says public administrative functions on the second floor may be moved soon, so are not covered in this plan. When are they moving? Why isn't it covered? I am unaware that the ADA says that "may be moving soon" is a reason not to survey a property.

The plan states a public toilet in the Training Dept to be upgraded to latest ADA requirements but doesn't states what the scope of the work is.

Further down, same page, a drinking fountain is being removed, why can't this be made accessible? Why must it be removed?

Last page, upgrade Presidio parking lot and sidewalk access for a cost of $47,000. Why is this so high and what does this mean? Are they repaving the parking lot and writing it off as disabled access? What does the sidewalk area entail?

Final item, improved accessible office for I.D. discount pass. What does this include? Improved accessible office could just be paint.

No mention made to the door into the training department where public meetings are held that is very heavy and hard to open.

There is a program contingency fund of 30%, or about $37,000. It is good to plan like this, but with people upset about the cost of unfunded mandates it may not be appropriate to list this additional 30%. These items should be able to be cost out closer than 30%.

muni SAN FRANCISCO MUNICIPAL RAILWAY 949 PRESIDIO AVENUE. SAN FRANCISCO. CALIF 94115 415-673-6864

January 30. 1997

Paul Imperiale
Mayor's Citywide Disability Coordinator
Office of the Mayor
401 Van Ness Avenue, Suite 402
San Francisco, CA 94102

Mr. Imperiale,

This letter is addressed in response to your request for an updated ADA transition plan for the Muni Headquarters facility located at 949 Presidio Avenue. Enclosed is a list of projects that have been identified under the transition plan, along with the completion dates for those projects and a cost estimate for their construction. This list includes the same list of projects that was sent to you earlier this month. Some of the projects have already been completed and are indicated as such. However, approximately six projects still remain standing due to either the limited availability of funding or the lack of available staff to perform the project. It should be noted that the estimated completion dates for projects listed in this transition plan are subject to change due to the availability of funding.

Please feel free to call either myself or Mary Beth Bowman of our staff at 923-6142 if you need any clarifications on this matter.

Thank You,

Paul Fichera

Paul Fichera, Accessibility Coordinator
Muni Accessible Services Program

MUNI HEADQUARTERS
ADA TRANSITION PLAN

Projects	Cost	Completion Date
Elevators, new emergency lights, change hand rail, install telephone, lower call buttons, audible element, pictogram signage, Braille	$23,000	May 1997
Public toilet in Training upgraded to latest ADA requirements	$3,000	completed
Install drinking fountain for disabled use on second floor includes safety warning mats	$845	April 1997
Modify counters in Gilley Room and Room 239 for disabled use	$2,500	January 1997
Change door handles to levers total eight doors	$1,000	April 1997
Signage inside, Directory	$ 3,500	completed
Signage outside	$3,500	completed
Correct threshold in second floor hallway, 2" wide safety contrast strips on both ends of ramps in second floor and first floor corridors.	$1,200	February 1997
Upgrade Presidio parking lot and sidewalk access	$35,682	*

* DPW must perform the work for this project. Muni currently does not have the available funds to perform this work and is researching possible funding sources. It is uncertain when this work can be completed.

Projects	Cost	Completion Date
Paint walk area in Tunnel Parking area, fix grate so it is smooth with pavement 5' wide x 135' long	$1,200	walkway--completed grate--April 1997
Improved Accessible Office for I.D. Discount Pass for persons with disabilities on 2630 Geary Blvd.	$3,500	completed
Total Cost of Projects	**$78,927**	

CITY AND COUNTY OF SAN FRANCISCO
TRANSITION PLAN FOR
MEDICAL EXAMINER'S OFFICE ACCESSIBILITY

Published by the Office of the Medical Examiner
Boyd G. Stephens, M.D.
Herb Hawley, ADA Coordinaror
Hall of Justice
San Francisco. CA 94103
(415) 553-1694

Copies available upon request.

INTRODUCTION

This Transition Plan describes the Medical Examiner's plan to bring its space within the Hall of Justice, 850 Bryant Street, into compliance with the terms of the Americans with Disabilities Act (ADA) of 1990.

All common areas within the Hall of Justice are within the purview of the Real Estate Department as the landlord for the building. More specifically, these areas include:

- Main entrance to Hall of Justice, 850 Bryant Street.

- Services, i.e., restrooms, drinking fountains, and telephones that are available for the general use of the public using the main entrance.

- Paths of travel from the accessible parking spaces on Bryant and Harrison Streets, including the covered breezeway from the main Hall of Justice to the north terrace (Medical Examiner's Office).

These areas have been addressed by the Chief Administrative Officer's Hall of Justice Transition Plan.

This plan addresses all public areas in the building which are within the control of the Medical Examiner. The Chief Medical Examiner welcomes the input of persons with mobility impairments and all other persons with disabilities into the development of this plan.

MEDICAL EXAMINER'S OFFICE ACCESSIBILITY TRANSITION PLAN SUMMARY MATRIX

PROJECTS	PROGRESS
ENTRANCE RAMP FOR FRONT DOOR	IN PROGRESS
EXTERIOR SIGNS	COMPLETED
MAKING DRINKING FOUNTAIN	IN PROGRESS
INTERIOR SIGNS AND IDENTIFICATION	COMPLETED
SOUND ENHANCEMENT FOR COURTROOM	SEE NOTE
RAMP FOR ACCESS TO REAR ENTRANCE	COMPLETED

NOTE: THERE IS A MICROPHONE AND AMPLIFIER IN THE COURT ROOM WHICH CAN BE ADJUSTED. WE HAVE ALSO LEARNED THAT THE SUPERIOR COURT HAS AN ASSISTIVE LISTENING DEVICE IN THE HALL OF JUSTICE THAT COULD BE OBTAINED WITH JUST A FEW MOMENTS NOTICE.

RESPONSES TO COUNCIL'S COMMENTS

1. Boyd G. Stephens, M.D. , Chief Medical Examiner is responsible for carrying out the plan.

2. I have no cost estimates, but am advised that all the projects are in process now.

3. I have been advised that we don't need the mat.

4. The sound enhancement system is obtainable through the courts in this buidling with just a few moments notice.

5. The ramp project for the front door will include accessable doors and hardware. The business office is then accessable with no other obstructions.

6. The office does not have a T.D.D. but we have had no requests for same.

7. We have emergency power through a generator providing lighting for the building.

8. The front doors will have accessable power doors and this will give access all the way into the business office. All other areas are normally opened by staff for all persons.

9. All public areas will be accessable once the ramp and the power doors are in place.

Medical Examiners Office

Who is responsible for carrying out the plan? No name is given.

There are no cost estimates given for any of the projects.

The detectable warning mat for the drinking fountain states the completion date is as soon as possible depending upon budget and location. There is not a date given. This item should be fairly low-cost, why does it take a budget item to accomplish?

The sound enhancement system item states the system can be obtained from the Mayor. Is this Mayor Jordan or the Mayors office? How fast can it be obtained in case of need? Why doesn't the courtroom have a dedicated hardwired system?

Not mention of accessible doors or door hardware

Does the office have a T.D.D.?

Does the office have emergency strobe warning lights?

Are all of the doors accessible, meaning width, lever handles, pressure?

Are there any reception areas, waiting rooms, and are they accessible?

RESPONSES TO COUNCIL'S COMMENTS

1. Boyd G. Stephens, M.D. , Chief Medical Examiner is responsible for ~~carrying out~~ implementation of the plan.

2. ~~I have no cost estimates, but am advised that all~~ The projects are in process now. included in Hall of Justice Transition Plan

3. I have been advised that we don't need the mat. By ?

4. The sound enhancement system is obtainable through the courts in this buidling with just a few moments notice. Medical Examiner has an arrangement.

5. The ramp project for the front door will include accessable doors and hardware. The business office is then accessable with no other obstructions. which preclude a person with a disability from using this program.

6. The office does not have a T.D.D. ~~but we have had no requests for same.~~ The Mayors Office is budgeting this item for us. We now use the Calif. Relay Service.

7. We have emergency power through a generator providing lighting for the building.

8. The front doors will have accessable power doors and this will give access all the way into the business office. All other areas are normally opened by staff for all persons.

9. All public areas will be accessable once the ramp and the power doors are in place. Access is now through the rear ramped entry.

City and County of San Francisco

Department of Human Resources

ANDREA R. GOURDINE
HUMAN RESOURCES DIRECTOR

MEMORANDUM

Date : December 20, 1996

To : Paul Imperiale
Citywide Disability Coordinator

From : Ray Wong
Director, Administration

Re : **Transition Plan Comments from the Mayor's Disability Council**

The following is provided in response to the comments contained on the attachment to your December 18 memorandum on the above-referenced matter. The comments relate to the original ADA Transition Plan which we subsequently updated and provided to your office on disc.

The Updated Transition Plan responds to the comments. However, for the sake of ensuring a complete response, the following is provided on an item by item basis corresponding to the topics listed on the attachment:

1. At the section titled 44 Gough Street: All areas of 44 Gough Street are accessible to the general public. Even those that were previously identified as usually off limits to the public.

2. Remaining Barriers, City Hall, item 2: The Department of Human Resources no longer has any functions residing at City Hall. Consequently, this is no longer relevant.

3. Soap dispensers, 44 Gough: Soap dispensers are located at ADA required 40".

4. Reference to 3rd floor public phone at 44 Gough Street: This is the only public phone on the premises. It has been lowered to comply with ADA requirements.

5. 44 Gough Street, second floor drinking fountain: This is the only drinking fountain that requires lowering.

6. Civil Service Commission: The Commission is a separate entity located at the War Memorial and the contact is Albert C. Walker, Executive Officer. They have one meeting room which we believe is accessible.

Should you have any questions or require additional information, please call me at 557-4833.

City and County of San Francisco

Department of Human Services

Michael S. Wald
Executive Director

Deputy Directors
Sally Kipper
John R. Vera

M E M O R A N D U M

DATE: January 10, 1997

TO: Paul Imperiale
Citywide Disability Coordinator

FROM: Wanda Jung
Civil Rights/AA Coordinator

SUBJECT: ADA Transition Plan
Response to Comments from the Mayor's Disability Council

Attached is the Department's response to the comments from the Mayor's Disability Council regarding the Department's ADA Transition Plan.

I appreciate your continued assistance and support regarding ADA matters. Thank you for providing the extension of time to respond. Should you have any questions, please contact me at (415)557-5950.

cc: Michael Wald
Sally Kipper

SAN FRANCISCO DEPARTMENT OF HUMAN SERVICES

Response to
ADA Transition Plan Comments from the Mayor's Disability Council

1. Who is responsible for implementation of the plan?

Wanda Jung
Civil Rights/Affirmative Action Coordinator
P.O. Box 7988, #B120
San Francisco, CA. 94120
(415) 558-5950

2. Are all the restrooms, telephones, drinking fountains accessible at 1440 Harrison?

Yes, the restrooms, telephones, drinking fountains located in the first floor public contact area are accessible.

Currently, there are a limited number of staff located in this building, and that staff does not serve clients at that building. Due to recent reorganization, the Family and Children Services Program (Child Welfare division) has moved to 170 Otis location.

The Department is still in the process of working with the City Attorney's office to determine if we will continue to lease this building

3. Does the Child Welfare division have a TDD?

Yes, the Child Welfare division has a TDD.

4. There is a drain grate at the bottom of the ramp into 170 Otis that does not comply. The spaces between the bars on the grate are too wide and run in the wrong direction. This is not identified in the plan.

The grate has been changed to meet with requirements.

5. 150 Otis gives a very broad overview of what the access barriers are, but no detail as to what is needed. The sense that is given from reading this section is that they do not plan on providing any access beyond lowering the reception counters and signage in the hopes of moving. This strategy does not resolve the access issues in this building.

We have indicated in our transition plan that client access is **not** a problem for this building. All client services are located on the first floor, which is fully accessible. There is an exterior disabled elevator at the street level. Hallways are wide enough to accommodate a wheelchair, and public restrooms are accessible.

Also, the Medi-Cal Program, which is housed at this location, has provisions for home visit and to outstation staff in various locations in the community to assist those clients who are not able to come into the office.

The Department is continuing with plans to move out of this building due to the need for major renovation.

The point regarding the need to lower reception counters and add signage refers not to 150 Otis but to 170 Otis. It has been corrected.

6. Do other offices have TDD available?

The Department's TDD is located at 170 Otis Street.

7. Do the meeting rooms in the buildings have assistive listening systems?

The Department has arrangement with the Mayor's Office to use their assistive listening system, when needed.

8. Do the meeting rooms have accessible seating available?

Yes, meeting rooms have accessible seating available.

CITY AND COUNTY OF SAN FRANCISCO

TRANSITION PLAN

FOR

HEALTH SERVICE SYSTEM

Published by the Health Service System

Randall B. Smith
Executive Director

1155 Market Street, 3rd floor
San Francisco, California 94103

(415) 554-1700

STATEMENT

CONCERNING STANDARDS UTILIZED

IN SURVEY INSTRUMENT FOR TRANSITION PLAN

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works and titled "Disabled Access Survey Form, Revision 8, Version 4/23/92." The survey instrument incorporates the most restrictive provisions of the following standards:

1. **Title 24, California Administrative Code, California State Accessibility Standards Interpretive Manual 7/19/89.**

2. **Uniform Federal Accessibility Standards (UFAS) 4/1/88**

3. **Americans with Disabilities Act of 1990, Accessibility Guidelines, 7/91**

Because accessibility guidelines for Title 11 of the ADA have not yet been promulgated, the ADA allows a public entity to comply either UFAS or Title 111 ADA accessibility guidelines. Until Title 11 guidelines are developed, structural improvement projects in the public areas of the Health Service System will utilize both ADA guidelines and UFAS and will comply with the most restrictive of either code. If the codes conflict such that compliance with both is impossible, we will rely on the UFAS standard. In addition, any remodeling or construction work at Health Service System will comply with the State Building Code, title 24, of the California Administrative Code.

MEMORANDUM

Date: February 3, 1995

From: Sonia Melara, Executive Director

To: Paul Imperiale, Mayor's Disability Coordinator

Subject: Department Transition Plan

The Commission on the Status of Women (COSW) moved to 25 Van Ness Avenue in January, 1993. The office space is located on the first floor in Room 130 which was newly built when COSW moved in.

Two minor changes were necessary in order for the space to meet ADA requirements. The Real Estate Department has made the necessary changes as listed below.

1) A portion of a modular was removed for wheelchair accessibility.
2) The flush for the toilet has been placed on the reverse side to accommodate wheelchair users.

As stated in the memorandum of May 26, 1993, the contracted agencies serving battered women are in ADA compliance.

INTRODUCTION:

This Transition Plan describes the City and County of San Francisco Commission on the Aging's office and programs located at 25 Van Ness Avenue, Suite 650, San Francisco, CA 94102 to bring into compliance requirements of the Americans with Disabilities Act (ADA). The person responsible for the implementation of this Plan is David Ishida, Executive Director and May Fujii Foo, ADA Office Coordinator.

The program accessible spaces include the following:

- **Path Of Travel** - from the accessible parking spaces on Oak and Van Ness and Hickory and Van Ness through the Van Ness Avenue entrance to the elevator up to the sixth floor, Suite 650.

 1. Two disabled access parking spaces are available on Oak and Van Ness. One disabled access parking space is available on Hickory and Van Ness.

 2. Conforming curb ramps at intersection and cross walks.

 3. Public transportation includes Muni buses and Muni Metro lines. The closest Bart stop is the Civic Center station.

 4. Elevator includes handrails and signage for the visually impaired.

- **SERVICES** - accessible restrooms, drinking fountains, and public telephones are available to the general public.

 1. Accessible restrooms and drinking fountains are available on the sixth floor.

 2. Public telephone is located on the first floor. If requested, telephones are also available at the reception area or employee work stations in Suite 650.

 3. A TDD is located in the office Information and Referral area.

- **OFFICE RECEPTION AREA** - Sixth Floor, Suite 650

 1. The reception counter is higher than desk height. A small desk is available. If needed, a clip board to write on will be made available to mobility impaired clients.

 2. Signage notifying the public to request assistance if needed is posted in the reception area.

- **MEETING ROOM** - on the sixth floor. Both the path to and the meeting room is accessible.

 1. All meeting notices include an accessible meeting policy statement that request 72 hours notice if attendee(s) need sign language interpreter, reader or other assistive auxiliary aids.

City and County of San Francisco **Commission on the Aging**

January 6, 1997

Paul Imperiale, Citywide Disability Coordinator
401 Van Ness Avenue, Room 402
San Francisco, CA 94102

Dear Mr. Imperiale:

On December 19, 1996 the COA received a copy from you of the Disability Council's six questions regarding the COA's Disabilities Act Transition Plan prepared in May of 1993 with the assistance of the Mayor's Office staff. The following are the responses to each question raised by the Disabilities Council:

1. May Fujii Foo continues as the staff member of the COA responsible for the implementation of the plan.

2. With regard to the section of the plan identified as Services, the public restrooms, drinking fountain, and three telephones are all accessible.

3. Regarding the path of travel section, item #3, the signs are now accessible and up to code.

4. The office does have a TDD.

5. The conference room does not have an assisted listening system.

6. Regarding the Office Reception Area section of the plan, both items have already been completed, i.e., a clip board is available to the mobility impaired who are not able to use the high reception counter and a sign is posted notifying the public to request assistance if needed.

The plan should be revised to indicate that the San Francisco Commission on the Aging has moved the staff on the seventh floor to the sixth floor and now occupies office space only on the sixth floor in Suite 650.

Sincerely,

David Ishida
Executive Director

F:\HOME\DAVIDN\WPDOCS\ADAPLAN

DEC 1 9 1996

Commission on the Aging

Who is the person responsible for the implementation of the plan?

Overall, the plan describes features of the building, such as drinking fountains, but does not say whether they are accessible or not.

Under the path of travel section, item 3 says the signs are easily identifiable. Are they accessible and up to code?

Does the office have a TDD available?

Do the meeting rooms have assistive listening systems?

The office reception area uses the future tense verbs will be and will have but gives no date for completion of these items.

STATEMENT

CONCERNING STANDARDS UTILIZED

IN SURVEY INSTRUMENT FOR TRANSITION PLAN

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works. The survey instrument incorporates the most restrictive ~~provisions~~ of the following standards:

1. Title 24, California Code of Regulations California State Accessibility Standards Interpretive Manual 7/19/89

2. Uniform Federal Accessibility Standards (UFAS) 4/1/88

3. Americans with Disabilities Act of 1990, Accessibility Guidelines, 7/91.

Because accessibility guidelines for title II of the ADA have not yet been promulgated, the ADA allows a public entity to comply with either UFAS or Title III ADA accessibility guidelines. Until Title II guidelines are developed, structural improvement projects in the public areas of City Hall will utilize both ADA guidelines and UFAS and will comply with the most restrictive provisions of either code. If the codes conflict such that compliance with both is impossible, we will rely on the UFAS standard. In addition, any remodeling or construction work at City Hall will comply with the State Building Code, Title 24, of the California Administrative Code.

INTRODUCTION

The aim of the Civil Service Commission's Transition Plan is to bring the Commission into compliance with the terms and conditions of the Americans with Disabilities Act (ADA) of 1990. The plan focuses on:

1. physical accessibility to the Commission's offices and meeting areas located within City Hall and 44 Gough St., and

2. access to the Commission's services, programs, and information in all locations at both sites.

The Commission welcomes the input of persons with disabilities into the further development of this plan. Evelyn Hogan-Jackson, Director, EEO/AA Division, is responsible for the implementation of the plan.

TRANSITION PLAN

In 1992, the Mayor's Office requested that the Civil Service Commission perform an accessibility survey of public areas within the purview of the Commission.

This plan shall address the accessibility to offices and other spaces, programs, information, and services already in existence. It will outline the work still needed in order to be in full compliance with the ADA. Dates for the completion of projects to bring the Civil Service Commission into full compliance are included.

The areas occupied by the Civil Service Commission include the following:

City Hall

a. General Manager's Office (Room 154)

b. Assistant Secretary's Office (Room 153)

c. EEO/AA Division (Room 151)

d. Certification Office (Room 52E)

e. Administrative Offices (Room 52D)

f. Mail and Reproduction (Room 52H)

g. Meeting Rooms (Rooms 52A, B, and D)

44 Gough St.

a. Classification and Compensation Division (1st and 3rd floors)

b. Recruitment and Selection Division (1st and 2nd floors)

c. Management and Employee Development Division (3rd floor)

d. Management Information Systems (1st floor)

EXISTING ACCESSIBILITY

Since the signing of the Americans With Disabilities Act, the Civil Service Commission has been working to achieve full compliance. The following facilities have so far been implemented at both City Hall and 44 Gough St in order to assure access to individuals with disabilities:

CITY HALL

Services and information to the general public are provided in the following offices: General Managers Office, Assistant Secretary's Office, EEO/AA Division, Certification Unit, and three meeting rooms.

Civil Service Commission offices were constructed in the early 1900's and issues of physical accessibility have been addressed only recently. In a review of the Civil Service offices, the areas accessible to the public are generally accessible to individuals with disabilities. Remaining barriers will be outlined in the following section.

Telephone communications were expanded approximately three (3) years ago with the purchase of a TDD telephone in the EEO Division. This has proven to be an invaluable tool in our communication with the hearing impaired public.

Permanent and Non-Civil Service job announcements are made available to all parties upon request. Copies of the announcements in alternate formats are also provided upon request.

Notifications of Civil Service Commission meetings are accompanied by notices informing the public that accommodations such as listening devices are available upon request.

The Assistant Secretary's Office is accessible and has an open area in which the general public enters to obtain information and services

The EEO/AA Division has two (2) areas in which the general public may review Permanent and Non-Civil Service job announcements and speak with staff. Both of these areas are available for staff to meet with people who come by for information and services.

The Certification Division contains confidential information, and the general public is not allowed entry. The division, however, services the public through service windows. Since the windows may not be accessible to parties with disabilities, the staff goes into a public area to assist when necessary.

Meeting rooms 52A and B are readily accessible to the public when Civil Service examinations or other activities/meetings are held.

44 GOUGH ST.

The area where the general public obtains information and services is located in the first floor lobby which is accessible from the outside The first line of assistance is the support clerical staff station.

in the first floor lobby area. The offices housing the different divisions is usually off limits to the general public since they contain confidential information, and a public presence would be disruptive.

The entire building has been constructed to assure accessibility to all floors and all areas. The areas which the public uses are accessible by either ramp, stairway, or elevator. The public areas along with their aisles can accommodate individuals who use mobility devices.

Front desk clerical and support staff is trained and available to assist the public with access to examination, classification, salary information and services. They can also provide this information in different accessible formats should it be required.

Staff in the Recruitment and Selection Division have been trained to be sensitive to disabilities and to provide appropriate accommodations during examinations for example.

Telephone communications have been expanded to include a TDD, and clerical staff has been trained in its use.

Civil Service notices are posted along with information to the public informing them of the availability of reasonable accommodations, such as listening devices, if required.

REMAINING BARRIERS

CITY HALL

Civil Service EEO staff has surveyed the offices occupied by the Civil Service Commission and has determined that the following will be needed:

1. Widening the EEO Division's internal entryway by the main entrance so that it meets the 32" width minimum requirement ($1200);

2. Performing a maintenance check to see if the existing door closers on the hallway entrance to Room 153 (Assistant Secretary's Office) and the doors to Room 154 (General Manager's Office) and (meeting) Room 52D can be adjusted to achieve a three (3) second sweep period, and if they cannot, installing new ones ($1500);

3. Posting a courtesy sign outside of the Certification Division service windows so that persons with disabilities are aware that staff will come out of the office to provide services and information when necessary ($100);

4. Posting a courtesy sign outside of Room 151 indicating accessible restroom facilities ($100);

5. Posting information regarding disability access for Civil Service Commission meetings (no cost);

6. Training clerical and professional staff on the subject of sensitivity to people with disabilities and the necessity of providing services and reasonable accommodations in order to meet specific needs.

Anticipated date of completion for the above-mentioned items is Winter 1993, and the cost will be approximately $3000. Training will be an on-going process, and to train each of the Civil Service Commission staff once in these matters will cost approximately $6000.

44 GOUGH ST.

The Real Estate Department has been working with Civil Service management at 44 Gough St., California Medical (the lessor), and Commercial Industrial Real Estate to ensure that the building is in compliance with the ADA.

On February 16, 1993, the Real Estate Department, in conjunction with the Mayor's Disability Coordinator, Mr. Paul Imperiale, conducted a disability access survey of the building. They have determined that the following items will be implemented to bring the building into compliance:

1. Installing exiting strobe lights where appropriate on all floors;

2. Placing color floor strips on stair treads of stairway;

3. Lowering soap dispensers in rest rooms to approximately 32" in height;

4. Changing bathroom stall locking mechanisms to slide type;

5. Installing braille identifying floor number on right side of elevator sashes on all floors;

6. Posting braille and signage warning to use stairs in an emergency situation, along with installing graphic exiting map near all elevator doors;

7. installing braille plaque describing floor services by each elevator door;

8. lengthening emergency telephone cord in elevator and changing phone door latch to the loop type;

9. installing volume control on 3rd floor pay phone (phone company will complete free of charge);

10. Lowering 2nd floor drinking fountain;

11. Providing wheelchair access to reception desk on 1st floor or a sign directing persons with disabilities to the information desk for assistance.

Anticipated date of completion for the above-mentioned items is late September 1993 at no cost to the Civil Service Commission.

Reasonable accommodations will be provided for new and current employees on a case-by-case basis at both the City Hall and 44 Gough St. sites.

TRANSITION PLAN

FOR

CITY ATTORNEY FACILITIES

Louise H. Renne
City Attorney

Official Responsible for Implementation

Office of the City Attorney
Fifth Floor, Fox Plaza
1390 Market Street
San Francisco CA 94102
(415) 554-4283
TDD (415) 554-4327

STATEMENT

CONCERNING STANDARDS UTILIZED

IN SURVEY INSTRUMENT FOR TRANSITION PLAN

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works and titled "Disabled Access Survey Form, Revision 8, Version 4/23/92." The survey instrument incorporates the most restrictive provisions of the following standards:

1. Title 24, California Code of Regulations

2. Uniform Federal Accessibility Standards (UFAS)

3. Americans with Disabilities Act of 1990, Accessibility Guidelines (ADAAG)

Because accessibility guidelines for Title II of the ADA have not yet been promulgated, the ADA allows a public entity to comply with either UFAS or Title III ADA Accessibility Guidelines. Until Title II guidelines are developed, structural improvement projects in the City Attorney's Office will utilize both ADA guidelines and UFAS and will comply with the most restrictive of either code. If the codes conflict such that compliance with both is impossible, we will rely on the UFAS standard. In addition, any remodeling or construction work in City Attorney facilities will comply with the State Building Code, Title 24, Part 2, of the California Code of Regulations. For any work done after April 1, 1994, we will comply with the new California standards.

INTRODUCTION

This Transition Plan describes structural changes planned in space occupied by the Office of the City Attorney ("City Attorney") for the purpose of improving access to persons with disabilities. The Plan was prepared pursuant to the mandate of the Americans with Disabilities Act ("Act"). Some of the anticipated changes may provide more accessibility than is strictly required by the Act. The City Attorney wishes to ensure that any public programs, services and activities that this office provides are accessible.

The City Attorney gives legal advice to City Departments, agencies, boards and commissions. With the exception of advice concerning the Municipal Elections Campaign Contribution Control Ordinance, the City Attorney cannot, under the terms of the City Charter, provide legal advice to members of the public. In that sense, we do not generally provide services, programs or activities directly to the public.

The City Attorney's duties, however, do sometimes involve contact with the public. For example, members of the public may seek information about City government, may request copies of City ordinances, regulations, or City Attorney opinions, and members of the public may visit our offices for meetings with our staff. We also operate an infant care center which provides day care services for children of staff and children of other City workers and members of the public.

The City Attorney's Office does not occupy its own building. The City Attorney has offices in the following locations: (1) Fox Plaza, 1390 Market Street, on the 3rd Floor, 4th Floor, 5th Floor, 6th Floor, 10th Floor and Mezzanine; (2) Port of San Francisco, Ferry Building; (3) Youth Guidance Center, 375 Woodside Avenue; and (4) The San Francisco International Airport, International Terminal, 5th Floor.

This Plan addresses each of our facilities separately. As to those facilities at which any public programs, services or activities may take place, it describes physical barriers that limited access to the facilities. The Plan also describes the methods used to remove those barriers, the estimated cost of such methods, and the time schedule for completion of the proposed projects.

All City Attorney Offices are in buildings controlled by other City departments or by private owners. Therefore, many of the features essential to accessibility will be found in parts of the building outside our control. Thus, the accessibility issues we have addressed in this Plan and the attached "Costs and Schedule" concern such features as counter heights, paths of travel, and accessible conference rooms within our space in those buildings. However, as to each our locations with public programs, we discuss the accessibility of the building generally, *e.g.*, entrances, elevators and other path-of-travel features, and restrooms, telephones, and drinking fountains close to our offices.

PLAN

I. *City Hall -- Room 206 and Room 314*

Before the closure of City Hall for seismic retrofit, the City Attorney had offices at Rooms 206 and 314 City Hall. The CAO's completed accessibility projects in City Hall provided the basis for physical access to the public programs we conducted in City Hall. The only question that remained for our purposes was the accessibility of the City Attorney's space in the building.

Paul Imperiale, the Mayor's Disability Coordinator, conducted a site review of our City Hall facilities and concluded that only minor improvements were necessary. An architect in the Bureau of Architecture also conducted a site review of these offices, and provided us with a cost estimate for the improvements. As this plan notes, access improvements at City Hall were completed prior to our move from this space.

II. *Fox Plaza (1390 Market Street) -- 3rd Floor, 4th Floor, 5th Floor, 6th Floor, 10th Floor and Mezzanine*

Because the City does not own Fox Plaza, the building will not be surveyed by the Bureau of Architecture, and the City will not prepare a transition plan with respect to the entire building.

The City Attorney has offices on the Mezzanine, 3rd, 4th, 5th, 6th and 10th floors of Fox Plaza. Some of the activities conducted in the 5th and 6th floor offices can involve contact with the public. Mr. Imperiale conducted a site review of our facilities, and the path of travel to our facilities. He concluded that installation of a small table and signage in the 6th floor lobby area was necessary to ensure program accessibility. Because the 5th floor has been recently remodeled to current code, no structural changes for disabled access are required there.

We do not conduct public programs, services or activities within the meaning of the ADA in our Mezzanine, 3rd Floor, 4th Floor and 10th Floor offices. On rare occasions when members of the public come to these offices seeking information or expressing a grievance, they are referred to our 5th Floor office. This policy has been formalized in writing.

The City Attorney also operates a day care facility located at the rear of the Mezzanine office. According to Richard Skaff, Disability Access Coordinator for the Department of Public Works, that location is accessible.

All staff working at our Fox Plaza Offices can be reached by telephone, fax and by text telephone. The TDD number for Fox Plaza is (415) 554-4327.

III. *San Francisco International Airport -- International Terminal, 5th Floor*

The City Attorney's offices at the Airport are located in the International Terminal. The common areas of the International Terminal are controlled by the San Francisco Airport, and accessibility of those areas will be discussed in greater detail in the Airport's Transition Plan.

The City Attorney's offices in the International Terminal are located in a restricted area used for official business only. They are used occasionally to meet the public, as some depositions and meetings are held there. We were informed by Mr. Imperiale and Mr. Ron Fong, the Airport's ADA Coordinator, that the path of travel to the City Attorney's offices at the Airport and the nearby restrooms and drinking fountain needed some modifications. The modifications, which were made by Airport staff to common areas of the International Terminal,

were as follows: adjustment of the elevator's self-leveling device; installation of directional signage for accessible restrooms; removal of a drinking fountain to be replaced by an accessible unit by May of 1998; work in the men's and women's restrooms, which consisted of moving all wall mounted fixtures to required height, replacement of lavatory fixtures, installation of automatic flush fixtures, adjustment of sink heights, insulation of all exposed plumbing pipes, removal of one interior vestibule door, replacement of existing latching hardware to lever, toggle or push-pull configuration.

A survey of the City Attorney office space itself revealed that some improvements were required to ensure access to persons with disabilities. The improvements consisted of the addition of lever hardware and kickplates on both front entry doors and on the conference room door, and adjustment of poundage push pressure necessary to open the front doors. This work has been completed.

IV. *Port of San Francisco -- Ferry Building, 3rd Floor*

The City Attorney's offices at the Port, as well as the path of travel to those offices and the nearby restrooms are not yet accessible. These offices are used for Port business. We do not conduct public programs, services or activities within the meaning of the ADA at that location. On rare occasions when members of the public come to these offices seeking information or expressing a grievance, they are referred to our Fox Plaza office. This policy has been formalized in writing.

As the work performed at the Port offices does not constitute a public program, no structural modifications of those offices is necessary for program accessibility purposes.

V. *Youth Guidance Center (375 Woodside Avenue)*

YGC, which is owned and maintained by the Juvenile Probation Department ("the Department"), is currently undergoing a series of upgrades to improve accessibility for persons with disabilities. The Department's transition plan provides for the alteration of common areas of the building, including paths of travel, service areas, and public meeting rooms. The Department's transition plan does not include modification of our space at YGC.

Our satellite office at YGC consists of two separate spaces. One is a room located above the third floor of YGC. It is accessible only by stairs. However, we also have several offices on the second floor. The path of travel to these offices will be accessible to mobility-impaired persons when the Juvenile Probation Department completes the renovations described in its transition plan.

Until the Department completes its renovation of YGC, we achieve program accessibility in the YGC satellite office by having attorneys meet the public at alternative, accessible sites upon request. The policy has been formalized in writing. The attorneys take all reasonable steps to inform individuals in advance of their arrival at the office that the building is not yet fully accessible.

Once the structural changes at YGC are completed, program accessibility requirements will be met by holding meetings in the accessible public meeting rooms located on the second and third floors. We will modify our policies at that time to ensure that the public is informed that there is an accessible path of travel to our second floor offices. We will also install appropriate signage at the new accessible entrance to the building.

ADA Transition Plan for City Attorney Facilities
Costs and Schedule

Project	Cost	Completion Date
Room 206, City Hall: Addition of accessible table and bell in reception area	$125	Completed
Room 206, City Hall: Addition of signage with Braille outside front door	$50	Completed
Fox Plaza, 6th Floor: Addition of accessible table and bell in reception area	$125	Completed
Fox Plaza, 6th Floor: Addition of signage with Braille outside front door	$50	Completed
Airport: Install hardware (lever and kickplate) on front doors	$200	Completed
Airport: Install hardware (lever and kickplate) on door to main conference room	$200	Completed
Airport: Adjust pressure on entry doors and on door to main conference room	$300	Completed
TOTAL	$1050	

City and County of San Francisco
Department of Building Inspection

Update on Compliance With The ADA Transition Plan

COMMISSIONERS
Sigmund A. Freeman <> Roy Guinnane
Eileen Hansen, Vice President <> Bobbie Sue Hood, President
Jamie M. Sanbonmatsu <> George Tsang <> Armando Vasquez



Frank Y. Chiu, Director

1660 Mission Street San Francisco, CA 94103 (415) 558-6088

DEPARTMENT OF BUILDING INSPECTION
City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414

January 1997

Report on the Status of Compliance With The ADA Transition Plan for The Department of Building Inspection

Introduction

This report has been prepared to update interested parties on the most current status of compliance with the Americans With Disabilities Act Transition Plan for the Department of Building Inspection (DBI). The documents referenced include the Accessibility Survey Report prepared by Accessible Environments Inc. and the Accessibility Improvements for 1660 Mission report. The survey instrument incorporated the most restrictive provisions of the California Building Code, Title 24 1989 Edition, the Uniform Federal Accessibility Standards (UFAS) 4/1/88, and the Americans With Disabilities Act of 1990, Accessibility Guidelines.

Discussion

The Department of Building Inspection (DBI) is a Local Government Service for the City of San Francisco and is required to be accessible under Title II of the Americans With Disabilities Act (ADA). The ADA Transition Plan addresses DBI's actions to comply with the Title II requirements.

Additionally, DBI is the local jurisdiction charged with the City-wide enforcement of the disability access provisions contained within the California Building Code. The California Building Code, known as Title 24, predates the ADA by over ten years and is in many cases more restrictive then the Federal standards contained within the Americans with Disabilities Act Accessibility Guidelines (ADAAG) or the Uniform Federal Accessibility Standards (UFAS). Although DBI must make our own facilities and services accessible under ADA, we are prohibited from enforcing the ADA requirements against other buildings or facilities.

However, the Department recognizes our responsibility to enforce and promote the disabled access regulations in Title 24. One of the best ways to meet our enforcement goal is to present an accessible model for our clients; the building, design, and construction industry, property owners, and members of the public. It is therefore essential that we provide an accessible facility and services at 1660 Mission Street.

Site Access

DBI has been located at the Permit Center at 1660 Mission Street since 1994. The building was newly constructed in the mid 1980's and extensively remodeled just prior to our move. Accessibility upgrades were a significant part of the total remodeling project. MUNI provides accessible transportation to the site via the MUNI/Metro lines servicing the Van Ness and Civic Center Stations, as well as the 14-Mission, 26-Valencia, the 42-Downtown, and the F-Market bus lines. Both the 16th Street and Civic Center BART stations are also accessible and located conveniently nearby. The facility is located on a relatively level block of Mission Street, with

curb cuts on all adjoining corners, and direct access to the building at street level. Accessible parking is provided on-site. Curb side accessible parking has been designated on both Mission Street and Otis Street.

Facility Access

The facility at 1660 Mission Street was surveyed by an independent access consultant named Accessible Environments Inc. who prepared an Accessibility Survey Report in June 1994. Disabled access deficiencies under ADAAG, UFAS, and Title 24 were identified and noted on the report. This survey report was incorporated into the ADA Transition Plan for the Department of Building Inspection which was issued March 1995. The Accessibility Survey Report has been updated as the Accessibility Improvements For 1660 Mission Street report which is attached to this Transition Plan update. Upon completion of the items on the report , the facility at 1660 Mission Street will be fully accessible.

Method

The Accessibility Survey Report was reviewed and inspected on an item by item basis by the DBI ADA Coordinator to confirm the most current status of completion. DBI inspection staff typically neither inspects nor enforces access deficiencies under the Americans With Disabilities Act Accessibility Guidelines (ADAAG), nor the UFAS standards, as these are both Federal requirements. Nonetheless, since DBI is subject to these requirements as a Local Government Service, this inspection report will update the reader on the most current status of compliance with all of these standards.

Commentary

Footnotes and commentary have been added to the Accessibility Improvements for 1660 Mission Street report. Some of the items identified by the contractor were disputed as to whether or not violations exist. The items under dispute have been discussed in the footnotes.

Summary

The corrective work is substantially complete. 54 items were cited in the original report. 35 items are complete, 15 items are complying, two items are not within DBI jurisdiction as they involve existing street and sidewalk gradients, and 2 items are currently under construction.

Prepared by Carla Jean Johnson, ADA Coordinator for the Department of Building Inspection
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Accessibility Improvements For 1660 Mission

The following table identifies items that did not comply with the Survey Standards at the time the first ADA Transition Plan was prepared for the Department of Building Inspection in March 1995. Items are referenced from the Accessibility Survey Report by the columns titled "Reference & Page Number", and "Item".

The column titled Status January 1997 reflects items which have been inspected for compliance by the ADA Coordinator

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
	Site Access				
A-F, page 1	Exterior Signs and Identification	Not installed	Sign at each entry to be installed	1	Complete
	Walks, Sidewalks and Path of Travel				
A & D, page 2	Accessible route from parking and transportation	Slope of Sidewalk exceeds 1:20	Refer to DPW Streets and Sidewalk Division: Sidewalk is not in jurisdiction of building occupants; Sidewalk gradient is an existing condition.	1	Off-site. Not in DBI jurisdiction to modify.
A, page 3	Number of disabled parking stalls	No designated parking	Disabled parking designated at street level parking lot	1	Complete
	Curb Ramps				
B, C, D, & H, page 3 and I, K, page 4	Width, slope, landing, border, flares and within crosswalk	Four ramps do not meet minimum with and landing maximum slope or prescribed border. Curb ramps not within sidewalk.	Notify DPW Curb Ramp Program Manager: Curb ramps are not in jurisdiction of building occupants.	1	Off-site. Not in DBI jurisdiction, but recently redone.

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
	Building Access (Interior)				
	Protruding Objects				
A, page 5	Headroom	X-bracing reduces headroom on 2nd thru 6th floor	X-Bracing when occurs at a corridor, hall or other path of travel will be indicated by furniture, planting or other fixed detectable warning. X-bracing in offices, conference rooms or other similar condition are not deficiencies.	1	Complete
B, page 5	Protruding objects	1st and 3rd floors	A detectable warning to be added below 27" at location 11, 2, & 3	1	Formerly Complete. Removed when stairwell was painted. Feb. 1997 target.
B, page 5	Protruding objects	4th floor	location 25: is indicated in multiple locations, where indicated at workstations along windows are not in path of travel. Each location to be evaluated individually for proximity to path of travel and detectable warning added were appropriate.	1	Complete
		4th floor	A detectable warning to be added below 27" at location 13 Location 27 & 28, maintain or provide detectable warning via furniture placement.	1	Complete. Furniture used at work station location.

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
		5th floor	A detectable warning to be added below 27" at location 5.	1	Complete
		6th floor	None: location 32 and 34 not in path of travel, location 33 not identified on plan.		No action needed
B, page 6	Protruding objects	6th floor	Appears to be redundant item from page 5, see above.		No action needed
	Controls over an obstruction/reach range	Counter tops at locations 10 exceed 34" in height	None: at each case exceeds height by 1/4" or less; within ADA construction tolerance.		No action needed
A2, page 8	Corridors	Corridor on 5th floor location 8 is 2-1/4" too narrow and 6th floor location 11 is 3/8" too narrow.	Remove electrical outlets and cap "J" boxes.	1	Complete. 6th floor done. 5th floor not a corridor, complies
	Controls and Operating Systems.				
A, page 8	Height of outlet	2nd floor - location 17 3rd floor - location 4 6th floor - location 2	Remove electrical outlets and cap "J" boxes.	1	Complies
B, page 9 thru 11	Height of switches and controls	1st floor, location 2, outlet ½" too high. 2nd thru 6th floors thermostats mounted 3/16" to 1-5/8" too high.	Lock boxes have been installed on the thermostats restricting the use of these switches by the occupants of the room, therefore abating this item under Title 24, Section 380-8. The first floor switch box was removed, abating that location.		Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
C, page 12	Ramps	1st floor location 4 exceeds 1:20 or 5% slope and has no handrail.	The slope of this ramp exceeds 1 inch rise to fifteen feet of horizontal run on the employee side of the counter on the first floor and clearly requires handrails under Title 24 Section 3307(e.1). The ramp at the entrance from the exterior parking area has non-complying top and bottom landings and the exit door encroaches info the clear space, violations under Title 24 Section 3307(d.1).	1	Complete. Employee side of the counter was equipped with one handrail. Approved due to work station requirement. The exterior ramp was removed this area now complies
	Entrances				
B, page 13	Signage at entrances/exits	Signage not present at all entrances	Install signs	1	Complete
	Doors				
A, page 13	60" level space on swing side of door.	Dimension less than 60" 2nd floor, location 22 3rd floor, location 3 4th floor, location 14 5th floor, location 22 6th floor, location 1, 8 & 22	Remove second door to eliminate vestibule condition.	1	Complying[1] (See footnote)
B, page 13	48" level space on opposite side of door swing.	Dimension less than 48" 1st floor, location 15 6th floor, location 28	Determined to be level to 48"		Complying

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
D 1, page 14	Door width minimum 36"	1st floor, location 1, 2, & 3 1st floor, men's and women's restroom 4th floor, location 1-10, 12, 52, &53 6th floor, location 12	35-5/8" at exit doors, within industry standard.	1	Complying[2] (See footnote)
H	Bottom ten inches of doors flush	1st floor location 1, 2, 3, & 4 locks project 1/18" from surface	Replace locks	1	Complete
A, page 15	Hardware centered 30 to 44" AFF.	2nd floor, location 18 6th floor, location 9	None Door is to access equipment.		Complying
C 1, page 15	Allowable closer pressure 5 lbs for interior doors.	1st floor, location 1,2 & 3 1st floor, mem's restrooms 2nd floor women's restroom 3rd, 4th, 5th floor men's & women's restrooms 6th floor women's restroom	Adjust closer or replace closer at each location to meet requirement.	1	Complete
C 2, page 15	Allowable closer pressure 8.5 lbs for exterior doors.	1st floor entrance doors 1, 3 & 4	Adjust closer or replace closer at each location to meet requirement.	1	Complete. Power door operator installed
D, page 16	Threshold exceeds ½ w/90 degree change	4th floor men's, 1/4" too high 5th floor women's, 1/8 too high 5th floor men's, 1/16 too high	Shim or provide underlayment at carpet; 5th floor men's within construction tolerance.	1	Complete
E, page 16	Door closer timing min. 3 seconds	1st floor loc. 12, 2nd floor loc. 16, 3rd floor women's restroom, 4th floor women's restroom, loc. 13 & 51 and 5th floor loc. 23 & 22.	Adjust timing on closer to plus 3 seconds.	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
A, page 17	48" clear space at vestibule.	2nd floor, location 22 3rd floor, location 3 4th floor, location 14 5th floor, location 22 6th floor, location 8	Remove one door at each vestibule	1	Complying[3] (See footnote)
	Facility Services				
	Drinking Fountains				
A, page 18	Alcove width 32"	4th and 6th floor 31-3/4"	None: within construction tolerance.		Complete
B, page 18	Alcove depth 18"	2nd, 4th, 5th, & 6th floors vary from 16-5/8" deep to 17-1/8" deep	Depth of alcove may be increased by addition of trim molding around alcove.	1	Complete
H, page 18	Water Spout trajectory substantially parallel with front	Floors 2 thru 6, 10 degrees off parallel from front.	None: 10 degrees off parallel is substantially parallel		Complying
A 1, page 19	Height of work surfaces 34"	1st floor security guard station 36-1/8" high 4th floor location 23-34 1/4" high	Security guard station is an employee work station will modify when required by employee. Location 23 is within construction tolerances.		Complying[4] (See footnote)
	Accessible Route through employee areas				
A, page 19	36" clear passage	Too narrow 1st floor, location 4 5th floor, location 26 6th floor, location 31	Relocate furniture/bookcases	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
	Restrooms				
B, page 20	60" clear on swing side of door	4th floor, women's restroom, 49-7/8" clear	Reverse swing of door	1	Complete
E, page 20	Signage with Braille and raised letter	Floors 1-6 restrooms -Braille not provided	Replace or modify signs to include Braille.	Completed	Complete
	Multiple Accommodation Toilet Rooms				
B 1.3, page 20 & 21	60" clear at stalls with side doors	Toilet paper dispenser encroaches by + 2-1/2" at 2-6 floors	Relocate dispenser	1	Complies[5] (See footnote)
B 4, page 22	Water closet 18" from near wall	1/4" to 1" variation 2nd - 3rd floor restrooms and 2nd, 3rd & 5th floor men's restroom	Prior construction, complied with T-24 at time of construction.		Complies[6] (See footnote)
	Urinals				
A 1, page 23	17" maximum from floor	4th floor 17-1/2"	Relocate	1	Complete
A 5, page 23	36" wide alcove	2 thru 6 floors 31-1/2" to 34"	Relocate partition	1	Work in progress. March 1997 target for completion

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
	Lavatories				
B 3, page 24 & 25	29" clear to 8" back of apron	All lavatories do not meet this requirement condition varies each location, worse condition 1" deficient.	Prior construction. However, current permit obligates accessible restroom. Providing the addition space under the lavs may be a hardship, else relocate lavatories in all restrooms.	2	Complete
B 3.5, page 25	Mirrors mounted 40" AFF	1st floor men's and women's mounted +42"	Remount mirrors to be 40" AFF or less.	1	Complete
C	**Stall Doors**				
C 2, page 25 & 26	Side opening stall door min. 34" clear	Stall doors for men's and women's restroom floor 1-6 are either 33-1/8 or 33-1/4" wide, none are 34"	Replace partition/door	1	Complete
C 4, page 26	No pinching or grasping of stall door hardware	Pinching require floor 1-6 men's and women's.	Replace hardware	1	Complete
C 5, page 26 & 27	Coat hooks within 54" AFF	Women's 3rd-6th floors and men's 5th and 6th @+66-1/2" AFF	Add additional coat hooks at proper height	1	Complete
C 6, page 27	Stalls to have self closer	6th floor men's and women's have no closures.	Install closer	1	Complete
D	**Water closets**				
D 2, page 27 & 28	Centerline of W.C. to be 18"	2nd floor women's - 18-1/2", men's - 19-1/8" 3rd floor men's - 19-1/4" 4th floor women's - 18-1/2" 5th floor men's - 18-1/4"	Existing construction. However, current permit obligates accessible restroom. Conditions under 19" within construction tolerance. Conditions over 19" may be a hardship, else relocate.	2	Complies[7] (See footnote)

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
D 3, page 28	Toilet seat height 17 to 19" high	1st floor men's - 19-1/2" 2nd floor women's - 19-1/4", men's - 20" 3rd floor men's - 19-7/8" 4th floor women's - 19-1/2" 5th floor women's - 19-3/8" 6th floor women's - 19-1/4", men's - 19-5/8"	Existing construction. However, current permit obligates accessible restroom. Conditions over 19 will be corrected by replacing seat.	1	Complete
D 4.a, page 28	Toilet paper dispenser 12" in front of water closet.	2nd floor women's - 13", men's - 14-1/2" 3rd floor women's - 15" 4th floor women's - 12-1/2" 6th floor women's - 13-1/2"	Existing construction. However, current permit obligates accessible restroom. Relocate dispensers.	1	Complete
D 4.b, page 28 & 29	Toilet paper dispenser 36" from wall rear of water closet.	1st floor women's - 39-3/4" 2nd floor women's - 38", men's - 39" 3rd floor women's - 42-1/8" 5th floor women's - 37-1/2", men's - 37-1/6" 6th floor men's - 39-1/2"	Existing construction. However, current permit obligates accessible restroom. Relocate dispensers when condition allow and also meet T-24 requirement above. At conditions were this contradicts above T-24 will be followed.	1	Complete
E, page 29 & 30	Paper, soap, toilet seat dispenser etc. to be max. 40" AFF to operable parts	Seat cover dispenser at each restroom exceeds maximum by 2 to 3 inches.	Remount dispensers at all locations.	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
	Grab Bars				
A	height 33' above and parallel to floor	1st floor men's side bar 33-3/4" men's rear bar 33-3/4", women's side bar 33-1/2", women's rear bar 33-1/2" to 33-3/8" 2nd floor men's side bar 33-7/8", men's rear bar 33-7/8", women's side bar 34", women's rear bar 33-7/8" to 33-3/4" 3rd floor men's 33-7/8", women's 33-7/8" 4th floor men's side bar 33-7/8" & rear bar 33-3/4", women's side bar 34 to 33-7/8", women's rear bar 33-7/8" to 33-3/4" 5th floor men's side bar 33-3/8", men's rear bar 33-1/2" to 33-3/8" women's side bar 33-3/8" to 33-3/16", women's rear bar 33-3/8" to 33-9/16" 6th floor men's side bar 34" & rear bar 34", women's side bar 35-5/8" to 33-3/4", women's rear bar 34"	Existing construction. However, current permit obligates accessible restroom. Relocate grab bars.	1	Complete & Complying[8] (See footnote)
C 3, page 32 & 33	Front of end located 52" from toilet rear wall	Man's and women's restrooms on 2nd thru 6th floors 11/4" to 1" short of 52"	None: the grab bars meet T-24 standards if relocated to meet ADA they will no longer meet T-24 standard.	N/A	Complying
E, page 33	Space between wall and grab bar 1-1/2"	1st floor restrooms are as far as +/- 2-1/2" space at corner. 2nd - 6th floors +/- 1-1/4" space	Replace 1st floor, 2nd - 6th floors grab bars.	1	Complete

Reference & Page Number	Item	Reported Deficiency	Action To Be Taken	Phase	Status Jan. 1997
H, page 34	Grab bars to support 250 lbs.	1st, 2nd & 6th floors women's questionable strength.	Test all grab bars, remount grab bars that fail.	1	Complete
G, page 33	No sharp edges at grab bars	Cracked tile at women's 6th floor grab bars.	Replace tile.	1	Complete

Footnotes:

[1] These doors lead to the vestibules and landings which serve the exit stair enclosures. Under the code in effect at the time of remodel, there was no applicable exception to this general door requirement. Clearly this requirement is to allow sufficient maneuvering space at doors for wheelchair users and other people with mobility impairments. Stairs do not provide access for most people with these disabilities. The new Title 24 effective April 1, 1994 contains a specific exception under Section 3301(h) Entrances, Exception 1: Exterior ground-floor exits serving smokeproof enclosures, stairwells, and **exit doors serving stairs only need not be made accessible.**

[2] The measurements taken door jamb to door jamb consistently provide 36" (and often then some). The doors themselves have been planed up to 3/8" as is consistent in the industry. These doors each provide 33" minimum clear when the door is open 90 degrees, one inch more than the minimum required. This is not an item that we would call out as a violation under Title 24 Section 3304(f).

[3] See footnote #1 above. These doors lead to vestibules serving the fire stairs.

[4] The guard's counter top is an individual work station that would only need to be modified under ADA and Title 24 if it was required as a reasonable accommodation for the employee. The height of this counter on the customer side complied with the Title 24 in effect at the time of construction.

[5] There is no specific code section which says that a toilet paper dispenser cannot encroach on the side of the required clear areas within the stalls. Although we would not call this as a specific violation, flush mount dispenser units are clearly preferable.

[6] This complies fully with the Title 24 in effect at the time of construction. Under ADA, this would be considered equivalent and within construction tolerances.

[7] This item is a repeat from page 22 of the report (see footnote #6).

[8] Technically, the grab bar shall be installed at 33" on center. Practically, when the 33" measurement falls within the diameter of the bar, we accept this as complying. Relocating the grab bars within such a close range could lessen the ability of the grab bar to sustain a 250 pound point load as required.

MEMORANDUM
CLERK'S OFFICE - BOARD OF SUPERVISORS

January 9, 1997

TO: Paul Imperiale, Citywide Disability Coordinator

FROM: Clerk of the Board

SUBJECT: **RESPONSE TO MAYOR'S DISABILITY COUNCIL**

Attached is the response to the five questions addressed to the Board of Supervisors by the Mayor's Disability Council.

Please feel free to contact Deputy Clerk Marie McKechnie should you have any further questions.

John L. Taylor
Clerk of the Board

Board of Supervisors

Who is the person responsible for implementation of the plan?	Marie McKechnie Deputy Clerk
Are the individual Supervisors' offices accessible?	Yes
Do the individual supervisors have TDD's?	No
Are there emergency strobe lights in the supervisors' rooms?	In the chambers but not in their individual offices.
When was the transition plan completed?	April 1995

MEMORANDUM

CLERK'S OFFICE - BOARD OF SUPERVISORS

January 14, 1997

TO: Paul Imperiale, Citywide Disability Coordinator

FROM: Clerk of the Board

SUBJECT: **MODIFIED TRANSITION PLAN**

Attached is the revised Draft Transition Plan for the Department Accessibility Under ADA for the Board of Supervisors.

The Board of Supervisors does not intend to submit any Capital Improvement Projects requests in relation to this plan as it has been implemented in its entirety.

Please feel free to contact Deputy Clerk Marie McKechnie should you have any further questions.

John L. Taylor
Clerk of the Board

D R A F T

BOARD OF SUPERVISORS TRANSITION PLAN FOR DEPARTMENT ACCESSIBILITY UNDER ADA

Published by the Clerk of the Board of Supervisors
John L. Taylor
401 Van Ness Avenue, Room 308
San Francisco, CA 94102
(415) 554-5184

Copies available upon request.

STATEMENT

CONCERNING STANDARDS UTILIZED

IN SURVEY INSTRUMENT FOR TRANSITION PLAN

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works and titled "Disabled Access Survey Form, Revision 8, Version 4/23/92". The survey instrument incorporates the most restrictive provisions of the following standards:

1. Title 24, California Code of Regulations, California State Accessibility Standards Interpretive Manual 7/19/89

2. Uniform Federal Accessibility Standards (UFAS) 4/1/88

3. Americans with Disabilities Act of 1990, Accessibility Guidelines, 7/91

Because accessibility guidelines for Title II of the ADA have not yet been promulgated, the ADA allows a public entity to comply with UFAS or Title III ADA accessibility guidelines. Until Title II guidelines are developed, structural improvement projects in the public areas of City Hall will utilize both ADA guidelines and UFAS and will comply with the most restrictive of either code. If the codes conflict such that compliance with both is impossible, we will rely on the UFAS standard. In addition, any remodeling or construction work at City Hall will comply with the State Building Code, Title 24, of the California Administrative Code.

INTRODUCTION

This draft Transition Plan describes a plan to insure that the services and activities of the Board of Supervisors are accessible within the meaning of the Americans with Disabilities Act (ADA) of 1990. This Plan focuses on:

1. All meeting agendas of the Board of Supervisors and its standing Committees and the Assessment Appeals Board.

2. The public reception area in Room 235/308 in City Hall/Veteran's Building respectively.

3. The availability of assisted listening devices and the training of staff in their use.

4. The addition of a TDD access line to the Board of Supervisors main phone line and to the Assessment Appeals Board Office.

Note: The accessibility of all public areas utilized by the Board of Supervisors and its standing Committees is covered in a separate Transition Plan prepared by the Chief Administrative Officer.

The Clerk of the Board welcomes the input of persons with mobility impairments and all other persons with disabilities into the development of this Plan.

PLAN

In November of 1992, the Clerk met with department staff and the Mayor's Disability Coordinator to develop a plan for the Department and to review the necessary information for inclusion on meeting agendas.

The Plan was divided into two Phases.

Phase I includes those projects which could be initiated immediately with minor cost. These projects are nearly complete.

Phase II includes projects which will require additional funds for equipment and its installation.

These phases are described in more detail below and on Attachment A.

PHASE I

Phase I includes a set of projects which could be implemented immediately at little cost using available funds. These projects include:

1. Purchase of bookcase making agendas accessible. Completed.
2. Revision of the Disability Access information on agenda for meetings of the Board of Supervisors. Completed.
3. Addition of Disability Access information to agendas for meetings of the Board's Standing Committees. Completed.
4. Addition of Disability Access information to agenda for meetings of the Assessment Appeals Board. Completed.
5. Development of procedures for use of the assistive listening devices in meeting rooms and for the portable unit. Training of departmental staff and the staff in other departments who utilize the Board Chamber, Committee Room and Conference Room in City Hall/Veteran's Building respectively. Completed.

PHASE II

Phase II includes projects which will require additional funds for equipment and its installation. These projects include:

1. Modifications to the counter in Room 235 in City Hall: to create an accessible counter on which to place the telephone utilized to make direct contact to the offices of each individual Supervisor. Completed.

 Note: An accessible counter exists in Room 308, Veteran's Building.

2. TDD Access lines and equipment for the main line in the Clerk of the Board's office and in the office of the Assessment Appeals Board. Completed in Clerk of the Board's Office. Funding to purchase appropriate equipment was reviewed for the office of the Assessment Appeals Board and it was decided that the Assessment Appeals office would share the TDD access line with the Board of Supervisors and additional equipment would not be purchased at this time.

ATTACHMENT A

BOARD OF SUPERVISORS
TRANSITION PLAN SUMMARY

Phase I Projects	Cost	Completion Date
Purchase of Bookcase	$ 200	Completed
Revision Board of Supervisors Agenda		Completed
Revision Board's Committee Agendas		Completed
Revision Assessment Appeals Board Agenda		Completed
Procedures for Assistive Listening Devices		Completed
Staff training, Board staff		Completed
Staff training, other Departments		Completed
Total	$ 200	

Phase II Projects	Cost	Completion Date
Counter Modifications	$1,100	Completed
TDD Access Lines Utilizing California Relay Service	$2,000	No expenditure
Total	$1,100	

Note: The Board of Supervisors has been relocated (as of February 17, 1995) to accessible offices at the Veterans War Memorial Building.

CITY AND COUNTY OF SAN FRANCISCO

TRANSITION PLAN FOR

ASIAN ART MUSEUM ACCESSIBILITY

Copies available upon request.

Brenda Cobb-Williams
ADA Coordinator
Asian Art Museum of San Francisco
Golden Gate Park
San Francisco, CA 94118
(415) 379-8812

January 31, 1997 Revised
May 27, 1993

STATEMENT

CONCERNING STANDARDS UTILIZED

IN SURVEY INSTRUMENT FOR TRANSITION PLAN

The accessibility survey instrument utilized for this Transition Plan was prepared by the Department of Public Works, Bureau of Architecture and titled "Survey of Asian Art Museum For Access to Persons With Disabilities, dated February 9, 1993.11 The survey instrument incorporates the most restrictive provisions of the following standards:

1. Title 24, California Administrative Code, California State Accessibility Standards Interpretive Manual 7/19/89

2. Uniform Federal Accessibility Standards (UFAS) 4/l/88

3. Americans with Disabilities Act of 1990, Accessibility Guidelines, 7/91

Because accessibility guidelines for Title II of the ADA have not yet been promulgated, the ADA allows a public entity to comply with either UFAS or Title III ADA accessibility guidelines. Until Title II guidelines are developed, structural improvement projects in the public areas of the Asian Art Museum will utilize both ADA guidelines and UFAS and will comply with the most restrictive of either code. If the codes conflict such that compliance with both is impossible, we will rely on the UFAS standard. In addition, and remodeling or construction work at the Asian Art Museum will comply with the State Building code, Title 24, of the California Administrative Code.

TRANSITION PLAN

To address the needs identified in the survey, the ADA Coordinator, working with the Department of Public Works, Bureau of Architecture and the Mayor's Disability Coordinator, developed a three-phased Transition Plan.

Phase I includes items that are already completed or are presently in progress.

Phase II includes areas of service that allow access to our museum galleries for use by the general public.

Phase III includes areas of service for public meeting areas.

Phase I

As noted, Phase I included projects that were funded initially and have been completed including: 1) provision of TDD; 2) installation of a sound enhancement system for both the Trustees' Auditorium and our docent tour program; 3) Lowering and redesign of all new display cases; 4) providing large print labels and access information to our public; and providing lowered display cases in our sales kiosk.

Phase II

In order to achieve the Phase II goals, funds were appropriated through the Asian Art Museum Foundation for the following projects: 1) Installation of an accessible drinking fountain in he first floor foyer; 2) installation of a textured surface around drinking fountain; 3) interior signs identification; and 4) Upgrades to the existing elevator to include: installation of a new elevator operating panel (including phone box) with proper tactile, Braille, and visual indicators; installation of new hall push buttons at proper height; installation of visual and audible signals; installation of floor designations at entrance jams, installation of a gong to indicate if the elevator is passing or stopping; and installation of a new handrail at 32" height.

Phase II also called for the pressure of the glass entrance doors to be corrected. In addition to requiring funding, this project must be reviewed to determine its feasibility. Please note the glass door entrance into the Asian Art Museum is part of our climate control system. Adjustments to the pressure of the doors needs to be analyzed to determine if the problems with the existing pressure can be rectified. A request for capital improvements funds to cover the cost of addressing this problem has been included in our FY 1997-1998 capital improvements budget requests. In the interim assistance will be provided upon request by either museum personnel or security.

Phase III

Phase III includes the remaining projects that will require funding. Requests have been made for capital improvement funds for 1997-1998 fiscal year as they have for the last few years, however, no funds have been allocated to date. This request will be an ongoing request for each fiscal year until funded. Phase III includes: 1) design and reconstruction in our Trustees' Auditorium to accommodate the general public; 2) installation of a handrail to the main stairway to the second floor; and 3) design and construction of accessible men's and women's rest rooms on the first floor (please note the deYoung rest rooms are accessible and utilized presently in order to accommodate).

Please note that the Trustees' Auditorium is made accessible for all programs through the entrance of the deYoung Museum. If a program is scheduled in the evening and the Asian Art Museum door is used as an entrance, accommodation is provided by our security staff through the deYoung entrance. In addition, the evening programs rest room accommodation can be made through the use of the deYoung women's rest room (which is located near by) by converting the rest room to a unisex use.

Schedules for completion of these projects are attached.

ASIAN ART MUSEUM
ACCESSIBILITY TRANSITION PLAN
(To be implemented by the ADA Coordinator)

Phase	Projects	Estimated Completion Dates
Phase I.		
	Provide TDD	Completed
	Install sound enhancement system for Trustees' Auditorium	Completed
	Install portable sound enhancement system for docent tours	Completed
	Lower all new display cases	On-going
	Redesign display cases that are currently protruding objects	On-going
	Provide portable, large print labels for galleries	On-going
	Provide access information to public	On-going
	Provide lowered counters at sales kiosk	Completed
	Add contrasting strips to main stairway to second floor	Completed
	Provide seating in Trustees' Auditorium	Completed
	Exterior signs identification	
Phase II.		
	Install new elevator operating panel (including phone box) with proper tactile,	Completed
	Braille, and visual indicators	Completed
	Install new hall push buttons at proper height	Completed
	Install visual and audible signals	Completed
	Install floor designations at entrance jams	Completed
	Install gong--indicates if elevator is passing or stopping	Completed
	Install new handrail at 32" height	Completed
	Install accessible drinking fountain in first floor foyer	Completed
	Install textured surface around drinking fountain	Completed
	Interior signs identification	Completed
	Correct pressure of glass entrance doors	Completed*

*Without additional funding to cover the cost of analyzing design defects and implementation of any resulting corrective measures recommended, the pressure of the glass entrance doors has been adjusted to the extent possible through air balancing conducted throughout the facility. As previously indicated museum or security personnel are available for assistance if needed. Persons needing assistance would doors at the entrance to the Asian.

Phase	Projects	Estimated Completion Dates
Phase III.		
.	Design and construct accessible ramps for Trustees' Auditorium	Pending Funding FY 1997-98
.	Provide ramps to Trustees' Auditorium stage	Pending Funding FY 1997-98
.	Design and construct accessible dressing room and rest room at Trustees' Auditorium	Pending Funding FY 1997-98
.	Add handrail to main stairway to second floor	Pending Funding FY 1997-98
.	Design and construct accessible men's & women's rest rooms on first floor	Pending Funding FY 1997-98

SAN FRANCISCO ART COMMISSION
25 VAN NESS AVE. SUITE 240. SAN FRANCISCO, CA. 94102
TEL. 415.252.2590 FAX 415.252.2595

MEMORANDUM

March 22, 1997

TO: **Paul Imperiale, City-wide ADA Coordinator**

FROM: **Liz Lerma, SFAC ADA Coordinator**

RE: **REVISED SFAC Transition Plan Report**

cc: **Rich Newirth, Director of Cultural Affairs**
Nancy Gonchar, Assistant Director

For clarification, this report incorporates previously submitted ADA Transition Plan Reports. This report defines ADA-related needs, existing projects, and budgets for projects to be completed* in SFAC buildings, including the city-owned cultural centers: Bayview Opera House Ruth Williams Memorial Theater (BVOH), Center for African and African American Art and Culture (CAAAC), Mission Cultural Center (MCC), and South of Market Cultural Center (SOMAR).

LOCATION: Bayview Opera House Ruth Williams Memorial Theater (BVOH)

BVOH DISABLED ACCESS DESCRIPTION OF NEEDS:
The facility has limited accessibility for disabled persons. Improvements to be made range from exterior site accessibility such as path of travel into the building, to interior work such as installation of vertical access to the stage on the ground floor and the addition of an elevator to all areas of programming: the balcony, dressing rooms and recording studio. Full rehabilitation of the existing ground floor and dressing room restrooms is needed as well as the addition of restrooms to the recording studio level.

BVOH COMPLETED OR FUNDED PROJECTS IN PROCESS:
EXTERIOR ACCESSIBILITY:
Improve path of travel into the building at east side entrance.

BVOH INTERIOR ACCESSIBILITY :
Install vertical access to the stage on the ground floor.
Modify to accommodate access: restrooms on the ground floor.

BVOH UNFUNDED EXTERIOR ACCESSIBILITY PROJECTS:
* Improve path of travel into the building at main entrance.

* denotes unfunded projects to be completed

BVOH UNFUNDED INTERIOR ACCESSIBILITY PROJECTS:

* Install elevator to provide access to all areas of programming: balcony, dressing rooms on lower level, recording studio on the lowest level.
* Modify to accommodate access: dressing room restrooms at the lower level.
* Provide accessible restrooms at the recording studio level.

BVOH COST ESTIMATE FOR UNFUNDED PROJECTS: $614,700

LOCATION: Center for African and African American Art and Culture (CAAAC)

CAAAC DISABLED ACCESS DESCRIPTION OF NEEDS:

The existing elevator will be replaced to meet disabled accessibility standards. Vertical access will be made to the theater stage. Restrooms and stairs will be modified to accommodate access.

CAAAC COMPLETED OR FUNDED PROJECTS IN PROCESS:

INTERIOR ACCESSIBILITY:

Replace existing elevator to meet ADA standards.
Modify restrooms to accommodate access.
Provide vertical access to theater stage.

CAAAC UNFUNDED INTERIOR ACCESSIBILITY PROJECTS:

* Asbestos site assessment and remediation costs related to construction projects in process.

Upon completion, CAAAC will be fully ADA accessible.

CAAAC COST ESTIMATE FOR UNFUNDED PROJECTS: $100,989

LOCATION: Mission Cultural Center (MCC)

MCC DISABLED ACCESS DESCRIPTION OF NEEDS.

Extend elevator service to the fourth floor classroom area. Provide disabled access to theater stage. Proper entrance and exiting access and signage will be installed and accessible door hardware and stair handrails will be replaced. Provide accessible restrooms on second and third floors.

MCC COMPLETED OR FUNDED PROJECTS IN PROCESS:

Proper entrance and exiting access and signage will be installed.
Accessible door hardware and stair handrails will be replaced.

* denotes unfunded projects to be completed

MCC UNFUNDED INTERIOR ACCESSIBILITY PROJECTS:
* Provide elevator service to the fourth floor classroom area.
* Provide accessibility to the theater stage.
* Provide accessible restrooms on second and third floors.

MCC COST ESTIMATE FOR UNFUNDED PROJECTS: $373,000

LOCATION: South of Market Cultural Center (SOMAR)

SOMAR DISABLED ACCESS DESCRIPTION OF NEEDS:
Major accessibility deficiencies will be corrected by replacing the existing inoperable elevator, expanding all existing restrooms and expanding a narrow hallway which leads to office and classroom space to accommodate wheel chair access. Provide exterior access into building.

SOMAR COMPLETED OR FUNDED PROJECTS:
Accessible restrooms have been added to the first floor.
Accessible main entrance has been provided in the building.
Exterior access to the building will be completed.

SOMAR UNFUNDED INTERIOR ACCESSIBILITY PROJECTS:
* Replace elevator to second floor.
* Modify second floor restrooms to accommodate access.
* Expand narrow hallway leading to programming areas at second floor.

SOMAR COST ESTIMATE FOR UNFUNDED PROJECTS $738,000

LOCATION: ART COMMISSION OFFICE SPACE, 25 Van Ness Avenue, Suite 240

DISABLED ACCESS DESCRIPTION OF NEEDS:
There are no physical obstacles within the public use area of this office space that would limit the accessibility of individuals to public activities and programs. The SFAC ADA Coordinator for all buildings within the purview of the Art Commission is the Director of Community Arts & Education, Liz Lerma, who can be reached at 415-252-2596.

LOCATION: ART COMMISSION GALLERY, 401 Van Ness Avenue, ground floor

DISABLED ACCESS DESCRIPTION OF NEEDS:
The Art Commission Gallery is fully accessible.

TOTAL COST ESTIMATE FOR ALL UNFUNDED PROJECTS $1,826,689

SAN FRANCISCO ART COMMISSION
25 VAN NESS AVE. SUITE 240. SAN FRANCISCO. CA. 94102
TEL. 415.252.2590 FAX 415.252.2595

MEMORANDUM

March 22, 1997

TO: **Paul Imperiale, City-wide ADA Coordinator**

FROM: **Liz Lerma, SFAC ADA Coordinator**

RE: **SFAC Transition Plan Budget**

cc: **Rich Newirth, Director of Cultural Affairs**
Nancy Gonchar, Assistant Director

Here is a breakdown of ADA projects in the city-owned cultural centers, Bayview Opera House Ruth Williams Memorial Theater (BVOH), the Center for African and African American Art and Culture (CAAAC), Mission Cultural Center (MCC), and the South of Market Cultural Center (SOMAR).

LOCATION: DESCRIPTION	PROJECT COST ESTIMATE
BVOH: Add lower level restrooms for disabled access. Modify for disabled access to all areas of programming: balcony, dressing rooms and recording studio.	$614,700
SOMAR: Provide access to second floor classrooms and administrative spaces by replacing inoperative elevator. Provide accessible restrooms to second floor.	$738,000
MCC: Modify restrooms for disabled access, including adding restrooms to second and third floor programming areas.	$373,000
CAAAC: Replace existing elevator to meet ADA standards. Modify restrooms to accommodate access.	$157,100
TOTAL	$1,882,800

SAN FRANCISCO ART COMMISSION
25 VAN NESS AVE. SUITE 240. SAN FRANCISCO. CA. 94102
TEL. 415.252.2590 FAX 415.252.2595

MEMORANDUM

TO: **Paul Imperiale, Citywide Disability Coordinator**

FROM: **Liz Lerma, SFAC Disability Coordinator**

RE: **Transition Plan Update**

This is to update you on the progress we have made towards implementing our Transition Plan at the Art Commission office, gallery and the various City-owned cultural centers:

Art Commission, 25 Van Ness, Suite 240 Office Space
There are no physical obstacles within the public use area of this office space that would limit the accessibility of individuals to public activities and programs. The SFAC ADA Coordinator for all buildings within the purview of the Art Commission is the Director of Community Arts and Education, Liz Lerma who can be reached at 415-252-2596.

The public meeting space used by our agency is Suite 70, which is in the lower level of the building. Suite 70 does not possess any physical obstacles that would limit the accessibility of the space to anyone. There is one elevator on the ground floor that provides access to the lower level. The Art Commission provides accessibility information with each agenda that is released for all full Commission and individual Committee meetings.

Art Commission Gallery
Located at 401Van Ness, ground floor, the Art Commission Gallery is fully accessible.

South of Market (SOMAR)
Disabled Access Provisions Description:
Major accessibility deficiencies will be corrected by replacing the existing inoperable elevator, expanding all existing restrooms and expanding a narrow hallway which leads to office and classroom space to accommodate wheel chair access.

Update:
In 1996, new accessible restrooms were added on the first floor and a new accessible main entrance was created. In 1997, exterior access to the main entrance will be completed.

Mission Cultural Center (MCC)
Disabled Access Provisions Description:
The primary correction will be to extend elevator service to the fourth floor classroom area. Proper entrance and exiting access and signage will be installed and accessible door hardware and stair handrails will be replaced. Provide accessible restrooms on all floors.

Update:
In 1997, proper entrance and exiting access and signage will be installed and accessible door hardware and stair handrails will be replaced. The restrooms on the first floor are accessible.

Center for African and African American Art and Culture (CAAAC)
Disabled Access Provisions Description:
The existing elevator will be replaced to meet disabled accessibility standards. Vertical access will be made to the theater stage. Restrooms and stairs will be modified to accommodate access.

Update:
In 1997, a new accessible elevator will be installed, the theater stage will be lowered to floor level, and all restrooms will be modified to accommodate access.

Bayview Opera House Ruth Williams Memorial Theater (BVOH)
Disabled Access Provisions Description:
The facility has limited accessibility for disabled persons. Improvements to be made range from exterior site accessibility such as path of travel to interior work such as installation of vertical access to the stage on the ground floor and to the dressing rooms and recording studio on the lower level. Full rehabilitation of the restrooms which currently are too small for complete access by the disabled.

Update:
In 1997, exterior site accessibility will be improved and a lift will be installed providing vertical access to the stage on the ground floor. The restrooms on the ground floor will also be rehabilitated for complete access by the disabled.

Airport Commission
City and County of San Francisco
Willie L. Brown, Jr.
Mayor

Henry E. Berman
President
Roland A. Quan
Vice President
Michael S. Strunsky
Larry Mazzola
Linda S. Crayton

JOHN L. MARTIN
Airport Director

San Francisco International Airport

GATEWAY TO THE PACIFIC

February 4, 1997

Paul Imperiale
Citywide Disability Coordinator
Mayor's Office of Neighborhood Services
401 Van Ness Avenue, Suite 402
San Francisco, CA 94102

Subject: San Francisco International Airport
1997 Updated ADA Disability Transition Plan
Report & Recommendations

Dear ~~Mr. Imperiale~~ Paul:

Pursuant to Mayor Brown's request to update all Citywide ADA transition plans, I hereby submit the San Francisco International Airport's 1997 Updated ADA Disability Transition Plan Report and Recommendations. The update was prepared by the Airport's Facilities, Operations & Maintenance Division.

If you have any questions or comments regarding this report, please contact either Mr. Jackson Wong, Deputy Director of the Airport's Facilities, Operations and Maintenance Division at (415) 737-7721 or Mr. Eduardo A. Angeles, Deputy City Attorney at (415) 794-5052.

Very truly yours,

John L. Martin
Airport Director

cc: Jackson Wong (w/o encl.)
Mara E. Rosales (w/encl.)

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San Francisco International Airport

Disability Access Task Force

1997 UPDATED ADA DISABILITY TRANSITION PLAN REPORT AND RECOMMENDATIONS

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SAN FRANCISCO INTERNATIONAL AIRPORT
1997 UPDATED ADA DISABILITY TRANSITION PLAN
REPORT AND RECOMMENDATIONS

I. BACKGROUND

On May 18, 1990, San Francisco Department of Public Works, was provided a review of the San Francisco International Airport complex. The purpose of this review was the first step in an Airport self-evaluation to identify areas which were not in compliance with the accessibility standards for the Disabled (California State Accessibility Standards, issued by the Office of the State Architect on July 19, 1989).

The review, were supplemented by notes and observations. Analysis of this information indicated multiple areas of non-compliance with the new State Standards. To address these deficiencies, and in anticipation of the Americans with Disabilities Act (ADA) (which was signed into law on July 26, 1990) Mr. Louis A. Turpen, Director of Airports, established a "Disability Access Task Force" for San Francisco International Airport on July 27, 1990.

Mr. David E. Decherd, an Industrial Engineer, was selected as Task Force Chairman. The following Task Force members represent all Airport departments:

Dave Decherd - Landside Operations
Ron Castillo - Bureau of Planning and Construction
Joe Codina - Property Management
Vance Hendry - FOM, Quality Control
Steve Hung - FOM, Scheduling and Control
Gretchen Nicholson - Dep. City Attorney, Airport
Vernon Nulph - Personnel
Anne Okubo - Budget and Financial Planning
Martin Slater - Property Management
Fred Strong - Landside Operations

Additional Non-Airport Members of the Task Force are:

Paul Imperiali-Mayor's Disability Coordinator

Consultant

Don Alameida & Mitchell Ray Joe-Bureau of Architecture,
Department of Public Works (Facility Surveys)

1997 Update: Certain persons listed above are currently no longer with the Airport staff. ADA compliance has been entrusted with the Deputy Director of Facilities, Operations and Maintenance (FOM), Construction Branch Manager and newly appointed ADA Coordinator.

II. **TRANSITION OBJECTIVES**

A. Perform an self-evaluation of all aspects of disability access at the Airport.
1997 Update: SFIA completed this phase in 1990 and is using the information to prioritize areas and schedule correctives measures for compliance in a timely manner when funds are available.

B. Identify the areas to be surveyed.
1997 Update: SFIA completed this phase in 1990.

C. Develop a listing of corrective action required to be in compliance with the Americans with Disabilities Act.
1997 Update: SFIA completed this phase in 1990 and is using the information to prioritize and scheduled correctives measures for compliance in a timely manner when funds are available.

D. Prioritize and recommend necessary action to implement accessibility compliance modifications.
1997 Update: The original Priority and recommendations has been re analyzed and the necessary action(s) has changed. Some of the changes were due to the current Airport Master Plan Expansion Program. Certain elements of the required ADA requirements will be addressed when the new Master Plan Expansion Program Projects are completed. Other ADA issues that were not addressed in the current Master plan Program will be corrected as soon as possible as designs and funding become available.

E. Recommend in-house work orders and or outside contracts to assure full program accessibility by the ADA mandated completion date of January 26, 1995.
1997 Update: This is an on-going process. Currently there are numerous in-house Work Orders that address ADA issues, such as hardware for interior doors, signage and the relocation of restroom fixtures and devices to the recommended ADA required heights and criteria's. The Airport is continuously designing and awarding outside architectural ADA contracts to update Airport Facilities, such as new Passenger Terminals, Parking Garages and Exterior Curb Ramps that will improve pedestrian path-of-travel around public areas at SFO.

F. Establish a Capital Projects Account to which all ADA compliance costs are to be charged.
1997 Update: This phase has been completed. Currently the SFIA Engineering and Finance Departments has set up two separate Job Orders, Phase I Project Account (#2349) will strictly be used for ADA compliance measures. Within this Account there are 20 subset accounts set aside to handle each element of this SFO Transition Plan such as; restrooms, elevators, TDD devices, Courtesy Phones, Escalators and drinking fountains. The ADA account will also accommodate future ADA projects. Phase II Job Orders will address construction phases.

III. TASK FORCE PROCEDURE

A. The Task Force determined that the following public facilities would need to be surveyed in the North, International and South terminals:

1. Elevators *1997 Update: Was completed in 1991*
2. Restroom *1997 Update: Was completed in 1991*
3. Drinking Fountains *1997 Update: Was completed in 1992*
4. Escalators *1997 Update: Was completed in 1992*
5. Moving Walks *1997 Update: Was completed in 1992*
6. Telephones *1997 Update: Continuing progress*
7. Terminal Access *1997 Update: Continuing progress*
8. "Clear Path" Entry and access to Ticket Counters and to Boarding Gates *1997 Update: Due to Airlines responsibility, this issue will be addressed on a case by case bases, with the SFIA and Airlines to determine the timely manner to correct areas of non-compliance.*
9. Doors and Door Hardware *1997 Update: Continuing progress by in-house SFO Maintenance Department*
10. Parking and Terminal Access *1997 Update: Was completed in 1992*
11. Garage and Courtyards *1997 Update: Was completed in 1992*
12. Terminal Graphics *1997 Update: Was completed in 1992*
13. Airline and Rental Car Ticket Counter Height *1997 Update: Was completed in 1992*
14. Concession Wheelchair Access - Retail Shops *1997 Update: Was completed in 1992*
15. Concession Wheelchair Access and Seating - Food Establishments *1997 Update: Was completed in 1992*

B. The Task Force also determined that manpower to accomplish the necessary inspections was not available within SFIA Departments. An Inter-Departmental Work Order and funding was established with the San Francisco Bureau of Architecture, Department of Public Works (DPW) to provide trained inspectors to survey and record measurements of Airport facilities. These surveys measured existing conditions against the "ADA Accessibility Guidelines for Buildings and Facilities." Results were recorded on individual survey forms for a particular facility, i.e. restroom, elevator, etc. and summarized into a "Work Definition Summary" for all restrooms, elevators, etc.
1997 Update: Task has been completed in 1991 by DPW

C. At the scheduled Disability Access Task Force meetings, planning and discussion centered on action the Task Force could initiate or accomplish simultaneously with the Department of Public Works survey activity.
1997 Update: DPW has completed the required services for SFIA, the Airport currently has an appointed ADA coordinator that will develop, implement, monitor and track corrective measures pertaining to SFIA ADA compliance.

D. The Task Force also addressed the question of Airline and Tenant compliance with ADA and the Airport's Landlord/Tenant Responsibilities.

Responsibility for compliance with ADA accessibility requirements in leased premises depends on the terms of the contracts between landlord and tenant. The Task Force therefore initiated a review of the City's Airline and other Tenant leases.

The terms of the majority of these contracts make the Airlines and Tenants responsible for tenant improvements in their leased premises in compliance with the Airport's Tenant Improvement Guide, and additionally require that tenants and permittees comply with all applicable Federal, State and local laws and regulations. Tenant and Airline compliance with ADA requirements appears to be their responsibility. The Task Force therefore excluded the Airlines and Airport Tenants from survey activities. The Task Force also referred the matter of possible Airport liability for Tenant ADA compliance to the City Attorney's office at the Airport to monitor this area of the law as it develops.

The Tenant Improvement Guide currently incorporates, by reference, applicable published codes, laws and orders relating to tenant improvements and construction. The Task Force, with representatives from both Property Management and Quality Control, decided

that a revision to the Tenant Improvement Guide should be made to specifically incorporate ADA mandated compliance requirements for all Airport Tenants. To assist in making tenants aware of their responsibilities and ensure tenant compliance with ADA Accessibility Guidelines for new construction and renovation of existing facilities, Quality Control will specifically incorporate applicable ADA compliance detail into the Tenant Improvement Guide.

1997 Update: This is currently an on-going process with all Airport Tenants. ADA requirements will be included in future permitting and issuance of the revised of the Tenant Improvement Guide and will be updated as codes and regulations changes..

IV TASK FORCE ACTION COMPLETED - PRIOR TO JULY 26, 1992

A. Initiated Airports Commission Resolution (91-0076, adopted 4/23/91) to allow patrons with Disabled Person license plates, or a current Handicapped Placard, to park in the Garages at the long term (Lot D) rate.
1997 Update: Phase has been completed, and the special rates are currently in use.

B. Identified and completed ADA Compliance for ten "primary restroom", six in the International Terminal and four in the South Terminal. (The North Terminal was deleted due to the scheduled remodeling of North Terminal restroom which will include ADA compliance.)

C. *1997 Update: Due to current Airport Master Plan Expansion Program the restrooms in the North Terminal will be scheduled for ADA renovation first and the following Terminals will be addressed in the future as the Master Plan requirements changes.*

C. Bid and purchased accessible signage for Men's and Women's restroom, to be installed at each restroom as it is in full compliance.
1997 Update: On going progress, as each restroom is corrected.

D. Surveyed all restroom in each terminal to determine number of diaper change facilities, nurseries and unisex facilities that are in each terminal.
1997 Update: The survey has been completed. The number of diaper change facilities, nurseries and unsex facilities in each terminal will be renovated as the Airport Master Plan dictates or when the funding is available.

1. South Terminal:

28 Restrooms; 14 Men, 14 Women
8 Diaper Change Facilities in Women's Restrooms
7 Nursery Rooms; Can be used by either sex

2. International Terminal:

36 Restrooms; 17 Men, 17 Women, 1 VIP, 1 Directors Lounge
8 Diaper Change Facilities in Women's Restrooms
1 Nursery Room; USO Lounge, Either Sex

3. North Terminal:

23 Restrooms; 11 Men, 10 Women, 1 Nursery,
1 Custodial
13 Diaper Change Facilities, Including 6 in Nursery on Mezzanine
1 Nursery Room and Play Area on Mezzanine West, Either sex

1997 Update: Note: A scheduled remodeling of North Terminal restrooms (SFIA contract #3105) will make all public restrooms comply with ADA. No change in the number of restrooms.

E Established 39 reserved disabled parking spaces on Level 2 of the garage. These spaces are grouped at each of the seven elevator cores.

repainted and reconfigured to accommodate disabled parking on the second level. This project complied with the require 39 additional ADA spaces and were located adjacent to the elevator areas.

1. Installed disabled parking directional signs on the approach roadway Overhead Signs, Entry Plaza and Garage entry.
1997 Update: Currently the Airport Master Plan Expansion Program calls for ever changing parking approach, therefore permanent directional signage will be hard to maintain. The Airport will make every effort to maintain correct signage during the construction phase to better inform the public of disabled parking accommodations.

F. Installed Terminal Access disabled instruction signs on each level of the Garage, at each of the seven Elevator Cores.
1997 Update: Currently the Airport Master Plan Expansion Program calls for changing path of travel regarding terminal access. Therefore permanent directional signage will be hard to maintain. The Airport will make every effort to maintain correct signage during all phases of construction to better inform the public of disabled parking accommodations at each elevator core.

1. Installed Garage to Terminal signage in Terminal elevators.
1997 Update: Currently the Airport Master Plan Expansion Program calls for changing path of travel regarding terminal and garage access. Therefore permanent directional signage will be hard to maintain. The Airport will make every effort to maintain correct signage during all phases of construction to better inform the public of disabled parking accommodations at each elevator core.

G. By internal work order, re-striped and designated disabled parking stalls in three courtyards:

Courtyard No. 1, S.W. - 11 spaces
Courtyard No. 2, S.E - 8 spaces
Courtyard No. 4, N.W. - 26 spaces

1997 Update: Currently each Court Yard usage are ever changing, mostly due to Master Plan construction and the use of the area for contractor's staging areas. Every efforts will be made to allow for disabled parking as the needs in the area changes. All courtyards will have designated spaces that will accommodate high profile vans.

H. Surveyed disabled parking usage in courtyards and identified abuse of reserved spaces by unauthorized airline and service company employees. These employees are now excluded from use of courtyard Parking.
1997 Update: Currently each Court Yards has a check point which are monitored by an Airport personnel that will limit access and assure that designated disabled parking stalls are not abused by illegal parking by the general public.

I. Surveyed all telephones and white courtesy telephones in each terminal. All are wheelchair accessible. *1997 Update: Survey completed, all areas are accessible.*

1. Pacific Bell:

640 telephones; 197 amplified. 5 TDD; 2 in North Terminal, 2 South Terminal, 1 International Terminal *1997 Update: On-going process as Airport Facilities changes.*

2. **AT&T:**

146 Telephones, all hearing aid compatible, all with volume control. 40 TDD Keyboard. *1997 Update: On-going process as Airport Facilities changes.*

3 **White courtesy Telephones**

180 White courtesy Telephones *1997 Update: On-going process as Airport Facilities changes.*

V. TASK FORCE ACTION IN PROCESS - AS OF JULY 26. 1992

A. Issued letter of instruction to SFIA Architecture to eliminate two vertical height clearance hazards. At the baggage level, under escalators "E" and "F", the angled space creates a hazardous condition for visually impaired persons. A vertical clearance height of 6'8" under any obstruction, as well as a 27" high cane detection area under the obstruction is required. This correction is currently in the "design" stage for implementation (SFIA contract #3169).

B. *1997 Update: Currently to resolve this problem the Airport Architectural group placed a row of Smartcart machines at right angle to pedestrian path of travel to protect the visually impaired person from walking into a hazardous area. As final designs are completed for the Master Plan Project a more permanent solution will be adapted such as a railing system will be implemented. This correction is currently in the "design" stage for implementation (SFIA contract #3169).*

B. Invited AMPCO Branch Parking Manager, to a Task Force meeting to discuss parking garage office ADA discrepancies. Planning is in process to provide a curb ramp, accessible office door and a lowered counter section. This work should be completed by January 26, 1994.
1997 Update: This item will be addressed and correct in the near future be an in-house work order.

C. All escalators (41) and moving walks (23) require a 2" yellow stripe at the start and end of each unit. Three elevator companies, Otis, Montgomery and Schindler each have escalators and moving walks at SFIA. Task force obtained price quotes from each company to replace all end combplates with yellow end combplates. Funding established and implementation transferred to FOM Environmental Control in January 1992.
1997 Update: The required ADA 2" yellow warning stripping at the start and end of each escalator and moving walkways has been completed in 1994 by outside contract.

D. The Task Force identified a need for information to be used by elderly and disabled passengers in utilizing the Airport. Community Affairs issued a brochure titled "A Guide to Services for the Disabled and Elderly" sometime ago, which is now outdated, but would satisfy this need. By memo from the Task Force, Community Affairs was requested to update and re-issue this brochure.
1997 Update: Due to changing ADA codes and regulations the development of the public informational brochure was delayed. Currently the ADA codes and Regulations has stabilized, therefore SFIA will continue it's effort in developing the Guide to Services brochure.

A. The ADA Accessibility Guidelines for Buildings and Facilities specifies that "Areas of Rescue Assistance" be established for disabled or elderly people in case of an emergency. At the Airport, this is incorporated in the "Airport Emergency Procedures Manual. Designated "Casualty Collection Points.' (CCPs) are open areas adjacent to primary egress routes out of the terminals where all first aid and medical treatment of injuries is accomplished. The CCP is also used as a base or clearing area for further transportation out of the disaster area. This would include all disabled or injured persons brought in by Search and Rescue Teams.
1997 Update The forthcoming change to the Emergency Procedures Manual will incorporate "Areas of Rescue Assistance" terminology.

VI. AIRPORT FACILITY SURVEYS AND WORK DEFINITION SUMMARIES

The San Francisco Bureau of Architecture, Department of Public Works, of the City and County of San Francisco has completed surveys of the Airport Terminals Facilities for the Disability Access Task Force. Individual unit surveys are summarized into a Work Definition Summary. This service has been an invaluable contribution to the Task Force.

A. Field surveys and Work Definition Summaries completed as of July 26, 1992 are listed below:

1. Ten "Primary Restrooms" (to allow remedial work while other surveys progress) 2. Men's and Woman's Public Restrooms (excludes 10 "Primary Restrooms" previously surveyed, and North Terminal, due to scheduled remodeling) 3. Elevators 4. Escalators and Moving Walks 5. Drinking Fountains 6. Public Access Doors

B. The facility surveys were accomplished to describe, locate and enumerate disabled access deficiencies as applied to the most restrictive comparative standards of the following codes:

1. Title 24, CCR: California Building Code Third Edition; July 19, 1989 2. Uniform Federal Accessibility Standards (UFAS); 1991 3. Americans With Disabilities Act of 1990 (ADA) Accessibility Guidelines for Buildings and Facilities; 1991.

Each facility survey identifies existing deficiencies and recommended correction for that specific facility; a restroom, drinking fountain, etc. A Work Definition Summary for each field survey category (restrooms, elevators, etc.) contains a summary, organized by type of work, of all locations requiring similar work. All DPW survey results are recorded on 3 ½" disks, one for each of the seven major categories. Each disk has a matching booklet which contains:

1. List of Rooms/Units Surveyed
2. Report Contents/Disk Directory
3. Field Surveys, each with Program for Corrections/Summaries
4. Work Definition Summary
5. Blank Survey Form
6. Appendix (Figures and diagrams where they apply and location maps)

All disks contain all information in the booklet except appendices. They are in Lotus 123 Version 2.2 with PC publishing Impress 2L Graphics add on files. This data base is provided to the Airport for our use and update as compliance progresses. On completion of ADA compliance work, this data base will provide a record of actual current measurements of all SFIA facilities.

VII. DISABILITY ACCESS TASK FORCE RECOMMENDATIONS

At SFIA, the task of implementing the Task Force ADA recommendations is primarily the responsibility of Facilities, Operations and Maintenance (FOM). Based on the attached facility surveys; Elevators, Escalators, Moving Walks, Men's Public Restrooms, Women's Public Restrooms, Drinking Fountains, and Public Access Doors, FOM will determine what work will be done by contract (including writing and administering the contract) and what work can be accomplished in-house (including writing the required work orders).

The Task Force recommends compliance with all dimensions shown on individual Work Definition Summaries for each category. Minor changes required for "absolute" compliance versus necessary changes for "reasonable" compliance without undue hardship will need to be decided on a case by case basis within the intent of the ADA, and fully documented.

A. Recommended Priority

All facilities of high public contact (path of travel). Concurrent compliance and phase-in of remaining ADA accessibility requirements.

1. Primary Restrooms
2. Men's and Women's Public Restrooms
3. Elevators
4. Escalators and Moving Walks
5. Drinking Fountains
6. Public Access Doors

Facility Surveys and their Work Definition Summaries Are Discussed Below with Recommendations

1. **Primary Restrooms**

 International and South Terminal only. North Terminal primary restrooms were deleted from Task Force consideration due to the planned upgrade of North Terminal restrooms (SFIA Contract #3105), which will include full ADA compliance. The ten Primary Restrooms (6 International and 4 South Terminal) have been completed. Work definition and modifications were started and completed early to assure ADA compliance while other Task Force and Facility survey activity progressed. No further action required, other than addition of diaper change wall-mounted cabinets in Men's and Women's Restrooms.

2. **Men's and Women's Public Restrooms**

 International Terminal restrooms and Rotunda "A" restrooms #R9, R10 and M11, M12 are to be upgraded to ADA compliance by Outside Contract on completion of SFIA. Contract #3105S, North Terminal upgrade contract.

 The South Terminal restrooms ADA compliance can be done by in-house work order, utilizing the Work Definition Summaries for the Men's and Women's Public Restrooms.

 The Task Force recommends installation of a diaper change wall-mounted cabinet in all Women's restrooms not currently equipped, and in all Men's restrooms.

 a. Suggested Priority and Timing:

 1) International Terminal, plus Rotunda A, R9 , R10 and M11, M12: minimum seven (7) each Men's and seven (7) each Women's Restrooms to be ADA compliant by January 26, 1994. The remaining nine (9) Men's and nine (9) Women's restrooms to be ADA compliant by January 26, 1995.
 1997 Update: Survey has been completed. Final design and funding will depend on Master Plan scheduling. ADA compliance by December 2000

 1) South Terminal; the In-House work to make the fourteen (14) Men's and fourteen (14) Women's Restrooms compliant should be completed by January 26, 1994.
 1997 Update: Survey has been completed. Final design and funding will depend on Master Plan scheduling. ADA compliance by December 2000

 1) North Terminal; included in SFIA Contract #3105.

2. **Elevators**

 All Elevators, Escalators, and Moving Walks are installed and maintained by three separate elevator companies: Otis, Montgomery and Schindler

a. Otis;

10	Passenger Elevators
21	Escalators
7	Moving Walks

b. Montgomery;

11	Passenger Elevators
12	Escalators
7	Moving Walks

c. Schindler;

25	Passenger Elevators (including 21 in Garage)
12	Escalators
14	Moving Walks

All Elevator, plus Escalator and Moving Walk ADA compliance work to be done by individual contracts with each of the three elevator companies.

d. **Suggested Priority and Timing-Elevators:**

Due to the high unit costs associated with full compliance of all elevators, it is recommended that single elevators and one elevator only, in banks of two or three elevators, be compliant with signage properly identifying the accessible elevator in each bank. This will result in a reduction from forty-six (46) passenger elevators to a minimum of twenty-six (26) passenger elevators which must be ADA compliant.

Contracts should be made and work started immediately, with full ADA compliance not later than January 26, 1994 for the twenty-six (26) elevators. It is preferred to have all passenger elevators brought to ADA standards, if feasible, by January 26, 1995.

1997 Update: This task had been completed

Disability access items (including Elevators) which cannot be completed due to structural, cost, time constraints, or undue hardship for absolute compliance are to be completely documented by FOM with appropriate reports, and with copies to the Airport File, Paul Imperial , (the Mayor's Disability Coordinator), and the City Attorney. The importance of properly documenting all non-compliance problems is emphasized and it is recommended that the Airport Attorney review documentation prior to filing for exemption.

3. **Escalators and Moving Walks**

The Work Definition Summary identifies the requirement that a 2" wide yellow stripe be added at the start and end of each Escalator and Moving Walk. To avoid repetitive maintenance associated with either strips or painting, the Task Force contacted the three elevator companies whose escalators and moving walks are installed at the Airport. The concept is to replace existing end chromeplates with scuff resistant, long-lasting yellow end chromeplates to be provided by each company for their Escalators and Moving Walks. Price quotes were received and a budget (index code 574913) was established for:

OTIS: 21 escalators, 7 moving walks, 392 end chromeplates.

MONTGOMERY: 12 escalators, 2 moving walks, 132 end chromeplates.

SCHINDLER: 8 escalators, 14 moving walks, 308 end chromeplates.

STATUS: This end chromeplate funding was established and implementation transferred to FOM Environmental Control in January, 1992. Work is in progress and should be completed not later than January 26, 1994.
1997 Update: This task has been completed

4. **Drinking Fountain**

The DPW Drinking Fountain Work Definition Summary identifies serious deficiencies in ADA compliance in most installed drinking fountains in the Airport's three terminals (16 South Terminal, 21 International Terminal, and 11 North Terminal; total 48 surveyed).

The Task Force recommendation is to replace all Terminal drinking fountains which cannot meet ADA Accessibility Guideline standards by adjustment or rework.

There are 35 drinking fountains in the Garage in addition to the 48 Terminal drinking fountains surveyed by DPW. These are located an Level 1 through 5 in each of the seven elevator cores.

These drinking fountains were surveyed by the Task Force using the same ADA Accessibility Guidelines used by DPW. This Garage drinking fountain survey also identified compliance discrepancies, but most can be remedied without unit replacement. A work order dated 3/25/92 was sent to Scheduling and Control.

a. Suggested Priority and Timing:

Utilizing the Drinking Fountain Work Definition Summary and Location Map, examine each fountain to determine feasibility of modification to meet ADA requirements, or if necessary to replace unit. Unit replacement would be by vendor Contract: modification by in-house Work Order. This work should be completed by January 26, 1994.
1997 Update: The existing drinking fountains have been modified to confirm with current ADA requirements. As new facilities are constructed new ADA approved drinking fountains will be install as part of the continuing Master Plan Program.

5. **Public Access Doors**

The Task Force recommends that Public Access Doors work identified in the Work Definition Summary be accomplished by In-House Work Order. The DPW survey of Public Access Doors identified 116 doors (54 South Terminal, 17 International Terminal, and 45 North Terminal). The Work Definition Summary indicates relatively minor work content for ADA compliance. The Public Access Door work order should also take into account thresholds, door closures, and door hardware when addressing ADA compliance. This work should be scheduled immediately, with completion not later than January 26, 1994.
1997 Update: There is a continuing in-house maintenance program to correct these ADA issues.

B. Additional Task Force Recommendation, not Included in DPW Surveys

1. **Terminal Interior Doors and Hardware**

Although a precise number is not available, many interior terminal doors are equipped with turnknobs and may exceed ADA operating forces. All controls must be operable with one hand and without tight grasping or twisting. The force required to operate doors should generally not exceed 5 pounds. All existing knob type locksets or turnknobs must be replaced with lever type hardware.

a. **Suggested Method and Timing:**

By Work Order, survey all Terminal interior doors to replace existing twist type knobs with lever handles or equivalent one hand opening device.

This work order survey, knob replacement and door pressure program should be completed by January 26, 1994. *1997 Update: Continue Program*

2. **Exterior ramps**

The task force has identified fifty-nine (59) exterior ramps at SFIA. All are ADA non-compliant in one or more areas.

1997 update: Current SFIA Contract 2349E is in the award process for outside contractor to reconstruct non-complying curb ramps price includes required ADA safety hand railings

a. Suggested method and timing:

By outside construction contract, survey all ramps to the ADA accessibility guidelines and replace or repair as necessary. This work should be completed by January 26, 1994.
1997 Update: Currently awarding construction contract #2349E to upgrade non compliance exterior curb ramps on the upper and lower sidewalk areas, adjacent to all passenger terminals. Completion scheduled for end of 1997

AMPCO Office, Parking Garage

The Parking Office is not accessible. Work required is to install a curb ramp, replace or modify the existing office door, and lower a section of the counter. The AMPCO Parking Manager will provide assistance to make the office ADA compliant.

b. Suggested Method and Timing:

This work may be done by Contract (office door) and/or by Work Order (counter and curb ramp). This work should be completed by January 26, 1994.
1997 Update: This phase will be completed when the Master Plan for the main garage facilities is finalized.

Vertical Height Clearance Hazard

At the baggage level, under escalators at "E" and "F", the angled space creates a hazardous condition for visually impaired persons. A vertical clearance height of 6'8" under any obstruction, as well as a 27" high cane detection area under the obstruction is required.

c. Suggested Method and Timing:

This job is currently in the "Design" stage for implementation by SF1A Contract #3169. This work should be completed not later than January 26, 1994.

3. A Guide to Services for the Disabled and Elderly

By memo to Community Affairs, the Task Force requested that this pamphlet be up-dated and reissued. Distribution to all Airline tenants would enable them to mail or distribute the information to their disabled or elderly passengers. This pamphlet should be completed and distributed not later than January 26, 1994.

4. SFIA Radio AM Broadcast Station

SFIA Communications has a broadcast license, WNXY4 70, which could be used to broadcast (on station 1610 AM), significant Airport Disability Access information to auto passengers enroute to the Airport. This will include information regarding disabled parking and general disabled access at the Airport. SFIA Communications is currently in process of establishing a broadcast station. Community Affairs will be responsible for developing the information to be broadcast.

This effort is in process, with a planned implementation date by January 1, 1993.

5. **Terminal Graphics**

Generally, Landside Operations, in conjunction with FOM, Sign Shop, will continue responsibility for terminal signage including overhead directional/informational and necessary Braille 2 signs. This is an on-going program.

6 **Tenant Improvement Guide**

The Task Force identified the need to incorporate specific Airline and Tenant compliance with the ADA in the Tenant Improvement Guide. Responsibility for compliance with ADA accessibility requirements in Leased premises depends on the terms of the contracts between Landlord and Tenant. The Tenant Improvement Guide currently incorporates, by reference, applicable codes, laws and orders relating to tenant improvements and construction. To assist in making Tenants aware of their responsibilities and to ensure Tenant compliance with ADA Accessibility Guidelines for new construction and renovation of existing facilities, FOM Quality Control will be responsible to specifically incorporate applicable ADA compliance detail into a revised Tenant Improvement Guide. This revision should be made as early as possible, but not later than January 26, 1994.
1997 Update: Due to changing ADA code and Regulations this task will be completed by July 1998.

7 **Areas of Rescue Assistance**

The ADA Accessibility Guidelines specifies that emergency "safe refuge" areas be provided. At SFIA this subject is included in the Airport's Emergency Procedures Manual. "Casualty Collection Points" are open areas adjacent to primary egress routes out of the Terminals where all first aid and medical treatment of injuries is accomplished. All disabled or injured persons will be brought in by Search and Rescue Teams to these areas.

The Emergency Procedures Manual is to be revised to incorporate "Areas of Rescue Assistance" terminology by January 26, 1994
1997 Update: This task has been completed.

8. **Vision Impaired Orientation**

The Task Force recognizes that to address the needs of the disabled community, consideration must be given to visually impaired persons as well as to the mobility impaired. In addition to removing obstacles in the path of travel, a visually impaired person requires orientation assistance. To assist the visually impaired, the Task Force recommends that SFIA employ an assertive technology that provides directional and orientation information by relaying messages from a transmitter to a hand-held receiver.

The Task Force investigated a system called the Verbal Landmark System (VLS) which is an electronic system that transmits recorded messages from a shoe-box sized unit that can be installed in virtually any location. The receiver provides information through a pocket-sized unit that can be worn or carried. The receivers are battery operated. The transmitter can be battery or electrical powered. The system can be utilized by the visually impaired, reading disabled, cognitively disabled and can transmit non-English simultaneously with English. The system is universal and can be utilized at other airports and installations using this technology.

The Task Force also investigated a system called "Talking Signs" which is a transmitter/personal receiver system, utilizing line-of-sight infrared. The Accessibility Advisory Task Force of the City and County of San Francisco, Department of Public Works, has also investigated both systems to provide information and orientation signage for the visually impaired community. Recently both Verbal Landmark System and Talking Signs were provided an opportunity to demonstrate their systems to the Accessibility Advisory Task Force. The immediate goal was to select the system to be used in Yerba Buena Gardens at Moscone Center.

1997 Update: At a subsequent meeting of the Accessibility Advisory Task Force it was decided by vote that "Talking Signs" was to be the City-wide choice for visually impaired information and orientation information. Therefore, the Disability Access Task Force recommends that the "Talking Signs" technology be utilized at San Francisco International Airport. SFO will implement the system as the Airport Master Plan is completed in phases.

II. **Disability Access Cost Accounting**

The Disability Access Task Force has set up a Capital Projects Account to which all ADA compliance costs are to be charged. The Index Code for this account is 574913. Each individual capital project will be identified by a Contract Number, ranging from 2349A to 2349Z.

To date, identified access projects have been reported as a combination of both Capital and Operating Budget Expense. The Task Force recommends that all Operating Budget Expenses be retroactively charged to the Capital Projects account. This can be initiated by the manager of the project by request to the Airport Accounting Department. Additionally, an accounting of ADA compliance costs could also include Airport staff labor costs; for plumbers, carpenters and Disability Access Task Force members.

ATTACHMENT 6: Work Definition Summaries and Location Maps

A. Survey reports, Including Work Definition Summary

1. Primary Restrooms (completed)
2. Women's Public Restrooms
3. Men's Public Restrooms
4. Elevators
5. Escalators and Moving Walks
6. Drinking Fountains
7. Public Access Doors

B. Location Maps

1. Public Restrooms
2. Drinking Fountains
3. Public Access Doors

These Survey Reports, including Work Definition Summaries and Location Maps are too voluminous for general distribution. Copies are attached with this report on an "as-needed" basis. Additional copies are available on request.

X. TRANSITION PLAN

A. Action Completed Prior to July 26, 1992:

1. Ten Primary Restrooms; six in International, four in South Terminal.
2. Long Term parking rate in Garage.
3. Reserved Disabled Parking spaces in Garage.
4. Disabled Logo signs on approach roadway signage to the Garage.
5. Garage to Terminal Disabled Access signs.
6. Designated Reserved Disabled Parking in Courtyards.
7. Purchased Accessible signage for restrooms.
8. Surveyed all Telephones in each Terminal.
9. Surveyed all Restrooms; number in each Terminal, number of diaper change facilities, number of nurseries and unisex use facilities in each terminal.

*** Note:** Adjustment for 1997 construction costs were increased by a factor of 25% based on an assumed simple inflation rate 5% per year for a period of 5 years between 1991 to 1996

A. Accessibility Work to be Completed

1. **Public Restroom**
 a. International Terminal, plus Rotunda "A" R-9, R10 and M-11, M-12; Min. 7 Men, 7 Women

Suggested Method:	Contract
Due Date:	January 26, 1994
Estimated Cost:	$7,000 ea. x 18 = $126,000

1997 Update	
Suggested Method:	*Contract*
Due Date:	*January 1999 Extended time required due to final Master Plan Designs*
** Estimated Cost:*	***$157,500***

Remaining 9 Men's and 9 Women's

Suggested Method:	Contract
Due Date:	January 26, 1995
Estimated Cost:	$7,000 ea. x 18 = $126,000

1997 Update	
Suggested Method:	*Contract*
Due Date:	*January 1999 Extended time required due to final Master Plan Designs on-going process.*

b. South Terminal

14 Men's and 14 Women's

Suggested Method:	In-House
Due Date:	January 26, 1994
Estimated Cost:	$5,000 ea. x 28 = $140,000

1997 Update:	
Suggested Method:	*In-House*
Due Date:	*January 1999 Extended time required due to final Master plan*
** Estimated Cost:*	***$175,000***

2. **Elevators; Terminals plus Garage**

a. All single, plus one per bank of two or three elevators, 26 Elevators

Suggested Method: Contract
Due Date: January 26, 1995
Estimated Cost: $74,000 ea. x 26 = $1,924,000

1997 Update:
Suggested Method: Contract
Due Date: January 2000 Extended time required due to final Master plan
** Estimated Cost: **$2,405,000***

b. **Remaining Elevators (if feasible) 20 Elevators**

Suggested Method: Contract
Due Date: January 2000

3. **Escalators and Moving Walks**

41 Escalators, 23 Moving Walks

Suggested Method: Contract
Due Date: January 26, 1994
Estimated Cost: $47,090

1997 Update:
Suggested Method: Contract
Due Date: December, 1999 Extended time required due to final Master Plan
** Estimated Cost: **$58,862***

4. **Drinking Fountains**

a. All Terminals, 48 Drinking Fountains

Suggested Method: Contract/In-House
Due Date: January 26, 1994
Estimated Cost: $72,500

1997 Update:
Suggested Method: Contract/In-House
Due Date: July, 1998 Extended time required due to final Master plan
** Estimated Cost: **$90,625***

b. Garage, 35 Drinking Fountains

Suggested Method:	In-House
Due Date:	January 26, 1994
Estimated Cost:	$5,500

1997 Update:	
Suggested Method:	*In-House*
Due Date:	*August, 1999 Extended time due to Master Plan*
** Estimated Cost:*	***$6,875***

5. **Public Access Doors**

Suggested Method:	In/House
Due Date:	January 26, 1994
Estimated Cost:	$9,000

1997 Update:	
Suggested Method:	*In/House*
Due Date:	*January 1998 Extended time due to Master Plan*
** Estimated Cost:*	***$11,250***

6. **Terminal interior Doors and Hardware**

Suggested Method:	In-House
Due Date:	January 26, 1994
Estimated Cost:	$135 ea. x 650 Doors = $87,750

1997 Update:	
Suggested Method:	*In-House*
Due Date:	*December , 1999 Extended time due to Master Plan*
** Estimated Cost:*	*650 Doors =* ***$109,687***

7. **Exterior Ramps, 59 Ramps**

Suggested Method:	In-House
Due Date:	January 26, 1994
Estimated Cost:	$2,500 ea. x 59 = S147,500

1997 Update:	
Suggested Method:	*Current SFIA Contract 2349E is in the award process for outside contractor to reconstruct non-complying curb ramps*
Due Date:	*December 1997*
** Estimated Cost:*	***$425,000*** *price includes required ADA safety hand railings*

8. **AMPCO, Garage Office**

Suggested Method:	Contract/In-House
Due Date:	January 26, 1994
Estimated Cost:	$14,000

1997 Update:

Suggested Method:	*Contract/In-House*
Due Date:	*January 26, 1998*
** Estimated Cost:*	***$17,500***

9. **Vertical Height Clearance Hazard**

Suggested Method:	Contract
Due Date:	January 26, 1994
Estimated Cost:	$5,000

1997 Update:

Suggested Method:	*Contract*
Due Date:	*January 26, 1994*

This project has been completed on schedule

10. **Guide to Services for the Disabled and Elderly**

Suggested Method:	In-House
Due Date:	January 26, 1994
Estimated Cost:	$7,500

1997 Update:

Suggested Method:	*In-House*
Due Date:	*December 1999 Changes in ADA Codes*
** Estimated Cost:*	***$9,375***

11. **SFIA AM Radio Broadcast Station**

Suggested Method:	In-House
Due Date:	January 1, 1993
Estimated Cost:	$12,600

1997 Update:

Suggested Method:	*In-House*
Due Date:	*January 1, 1998 Extended time due to Master Plan*
** Estimated Cost:*	***$15,750***

12. **Tenant Improvement Guide Revision**

Suggested Method: In-House
Due Date: January 26, 1994
No Added Cost, Revision Previously Planned

1997 Update:
Suggested Method: In-house
Due Date: December 1999 Extended time due to Master Plan
No Added Cost, To Be Included in Planned Revision

13. **Areas of Rescue Assistance in Emergency Procedures Manual**

Suggested Method: In-House
Due Date: January 26, 1994
No Added Cost, To Be Included in Planned Revision

1997 Update:
Suggested Method: In-house
Due Date: December 1999 Extended time due to Master Plan
No Added Cost, To Be Included in Planned Revision

14. **Vision Impaired Orientation**

Suggested Method: Contract
Due Date: January 26, 1994
Estimated Cost: $100,000

1997 Update:
Suggested Method: Contract
Due Date: December 1999 Extended time due to Master Plan
** Estimated Cost: **$125,000***

15. **Terminal Graphics**

Suggested Method: In-House
Due Date: On-Going
No Added Cost, On-Going Program

1997 Update:
Suggested Method: In-house
Due Date: December 1999 Extended time due to Master Plan
No Added Cost, To Be Included in Planned Revision

Updated 1997 Transition Plan compliance Cost::	**$3,524,299**
Original 1990 Transition Plan Cost:	$2,824,440
Additional Funding Required for ADA compliance:	***$699,859**

Airport Commission
City and County of San Francisco
Willie L. Brown Jr. Mayor

Henry E. Berman President
Roland A. Quan Vice President
Michael S. Strunsky
Larry Mazzola
Linda S. Crayton

JOHN L. MARTIN Airport Director

San Francisco International Airport

GATEWAY TO THE PACIFIC

MEMORANDUM

CONFIDENTIAL & PRIVILEGED
ATTORNEY / CLIENT COMMUNICATION
WORK PRODUCT

TO: EDUARDO A. ANGELES
Deputy City Attorney
Airport Division

DATE: JANUARY 16, 1997

FROM: RON FONG
ADA Coordinator
FOM / Construction Support

SUBJECT: ADA Compliance
International Terminal
Fourth & Fifth Floor Bathrooms

In response to your request of January 16, 1997, requesting a report regarding ADA compliance for the general Administration and City Attorney's offices on the Fifth Floor. Also included in this report are the Men's and Women's bathrooms on the fourth and fifth floor in the International Terminal Facility.

In reference to a meeting and site review on January 13, 1997, pertaining to the above subject matter. The following persons were in attendance Paul Imperiali, City of San Francisco Disability Coordinator, Eduardo Angeles and Chris Roach, City Attorney Offices, Jackson Wong, Deputy Airport Director. Ron Fong, SFIA ADA Coordinator.

The following report for the Airport Division's, City Attorney ADA transition plan that reflects the elements and areas of non compliance for the bathrooms including recommendations and course of corrective actions that will comply with current State and Federal ADA requirements. The main Administration Reception area demonstrates a clear path of travel in public hallways accessible to individual offices, meets current ADA requirements.

Please note that this report is confidential attorney / client work product that should not be duplicated or made available for general publication.

Please feel free to contact me at 737-7811 if you have any questions regarding this matter.

Filename: bathsinternational

CONFIDENTIAL: PRIVILEGED COMMUNICATION

Currently this bathroom is non compliance with ADA codes and regulations Adjustments for this facilities will be completed in the near future

Fourth Floor Men's Restroom

Item	Existing Conditions	Recommendations For ADA Compliance
Exterior Door From Public Hallway	28 - ½" width	Enlarge door opening to 32" wide. Adjust auto door closure to 5 pound push and pull resistance.
Interior Door	28 - ½" width	Enlarge door opening to 32" wide. The alignment area between the exterior and interior doorway will be a difficult transition in a wheelchair.
Toilet flush fixtures	34." width	Install existing flush valve on wide side. All accessible stall doors shall be self closing and have handles on both sides, replace with lever / latch or open loop type locking hardware.
Toilet Paper Holder	44" height	Relocate holder to a height of 40".
Hygiene Holder	32" height	Relocate hygiene holder on the wide side and to a height of 40"
Lavatories (sinks)	27" height	Compliance with ADA's 29" minimum height requirement.
Lavatories fixtures	handles requires grasp and turning.	Replace fixtures with a lever type, not requiring grasping movement to actuate. Replacing fixtures may require additional new sink and counter top.
Exposed Drain Pipe	Disabled fixture is insulated	Install insulation material around all pipe surfaces for the two existing Lavatories (sink) fixtures.
Hand Towel Dispenser	52 - ½" height	Relocate dispenser to a height of 40"
Strobe Light System	None	Install visual strobe light system
Soap Fixture	45" height	Relocate soap fixture to opposite clear wall at a height of 40"

CONFIDENTIAL: PRIVILEGED COMMUNICATION

Currently this bathroom is non compliance with ADA codes and regulations Adjustments for this facilities will be completed in the near future

Fourth Floor Women's Restroom

Item	Existing Conditions	Recommendations For ADA Compliance
Exterior Door From Public Hallway	28 - ½" width	Enlarge door opening to 32" wide. Adjust auto door closure to 5 pound push and pull resistance.
Interior Door	28 - ½" width	Enlarge door opening to 32" wide. The alignment area between the exterior and interior doorway will be a difficult transition in a wheelchair.
Toilet flush fixtures	34." width	Install existing flush valve on wide side. All accessible stall doors shall be self closing and have handles on both sides, replace with lever / latch or open loop type locking hardware.
Toilet Paper Holder	44" height	Relocate holder to a height of 40".
Hygiene Holder	32" height	Relocate hygiene holder on the wide side and to a height of 40"
Lavatories (sinks)	27" height	Compliance with ADA's 29" minimum height requirement.
Lavatories fixtures	handles requires grasp and turning.	Replace fixtures with a lever type, not requiring grasping movement to actuate. Replacing fixtures may require additional new sink and counter top.
Exposed Drain Pipe	Disabled fixture is insulated	Install insulation material around all pipe surfaces for the two existing Lavatories (sink) fixtures.
Hand Towel Dispenser	52 - ½" height	Relocate dispenser to a height of 40"
Strobe Light System	None	Install visual strobe light system
Soap Fixture	45" height	Relocate soap fixture to opposite clear wall at a height of 40"

CONFIDENTIAL: PRIVILEGED COMMUNICATION

Currently this bathroom is non compliance with ADA codes and regulations
This facilities will be renovated in a future construction contract

Fifth Floor Men's Restroom

Element	Existing Conditions	Recommendations For ADA Compliance
Directive signage	None	Directive ADA accessible bathroom on 4th Floor
Exterior Door From Public Hallway	30" width	Enlarge door opening to 32" wide. Adjust auto door closure to 5 pound push and pull resistance
Restroom Identification	Non Compliance	Raised ADA 12" triangular with color contrast, including signage Men's in tactile braille.
Interior Door	28 - ½" width	Enlarge door opening to 32" wide
Toilet Stalls (2)	34 - ½" width	Remove center divider and convert 2 existing stalls to accommodate 1 new disabled stall that will accommodate a 60" clear wheel turning area. Remove extra toilet and fixtures. Install new flush valve on wide side. All accessible stall doors shall be self closing and have handles on both sides, and lever/latch or open loop type locking hardware.
Grab Bars	None	Install 2 new grab bars on rear and narrow side of toilet fixture based on ADA requirements.
Toilet Paper Holder	47" height	Relocate holder to a height of 40".
Sanity Cover Holder	50" height	Relocate holder to a height of 40"
Urinals	19" height	Relocate urinals to a height of 17"
Lavatories (sinks)	27" height	Compliance with ADA's 29" minimum height requirement.
Lavatories fixtures	handles requires grasp and turning.	Replace fixtures with a lever type, not requiring grasping movement to actuate. Replacing fixtures may require additional new sink and counter top.
Exposed Drain Pipe	8" protrusion from wall.	ADA allows only a maximum protrusion of 6" from the wall to the outer most portion of pipe. Also requires installing of insulation material around all pipe surfaces
Hand Towel Dispenser	50" height	Relocate dispenser to a height of 40"
Coat Hanger fixture	68" height	Relocate coat hanger fixture to a height of 40"
Wall Mirror	48" height	Relocate wall mirror to a height of 40"
Light Switches & Outlets	53 - ½" height	Relocate light switches to a height of 40"

CONFIDENTIAL: PRIVILEGED COMMUNICATION
Currently this bathroom is non compliance with ADA codes and regulations
This facilities will be renovated in a future construction contract

Fifth Floor Women's Restroom

Item	Existing Conditions	Recommendations For ADA Compliance
Directive signage	None	Directive ADA accessible bathroom on 4th Floor
Exterior Door From Public Hallway	28 - ½" width	Enlarge door opening to 32" wide. Adjust auto door closure to 5 pound push and pull resistance.
Restroom Identification	Non Compliance	Raised ADA 12" circular with color contrast, including signage Women's in tactile braille.
Interior Door	28 - ½" width	Enlarge door opening to 32" wide. The alignment area between the exterior and interior doorway will be a difficult transition in a wheelchair.
Toilet Stalls (3)	34." width	Remove center divider between two existing stalls and convert 2 existing stalls to accommodate 1 new disabled stall that will accommodate a 60" clear wheel turning area. One existing stall can remain, for a total of 2 stalls available. Install new flush valve on wide side. All accessible stall doors shall be self closing and have handles on both sides, and lever/latch or open loop type locking hardware.
Grab Bars	None	Install 2 new grab bars on rear and narrow side of toilet fixture based on ADA requirements.
Toilet Paper Holder	44" height	Relocate holder to a height of 40".
Sanity Cover Holder	50" height	Relocate holder to a height of 40"
Hygiene Holder	32" height	Relocate hygiene holder on the wide side and to a height of 40"
Lavatories (sinks)	27" height	Compliance with ADA's 29" minimum height requirement.
Lavatories fixtures	handles requires grasp and turning.	Replace fixtures with a lever type, not requiring grasping movement to actuate. Replacing fixtures may require additional new sink and counter top.
Exposed Drain Pipe	8 - ½" protrusion from wall.	ADA allows only a maximum protrusion of 6" from the wall to the outer most portion of pipe. Also requires installing of insulation material around all pipe surfaces
Hand Towel Dispenser	52 - ½" height	Relocate dispenser to a height of 40"
Coat Hanger fixture	64" height	Relocate coat hanger fixture to a height of 40"
Wall Mirror	45" height	Relocate wall mirror to a height of 40"
Light Switches & Outlets	53 - ½" height	Relocate light switches to a height of 40"

CITY AND COUNTY OF SAN FRANCISCO

DEPARTMENT OF AGRICULTURE
AND
WEIGHTS AND MEASURES

David C. Frieders
Agricultural Commissioner
Director of Weights and Measures

Fred W. Crowder
Assistant Agricultural Commissioner
Assistant Director of Weights and Measures

MEMORANDUM

TO: *Paul Imperial, Mayor's Disability Coordinator*

FROM: *Fred W. Crowder, Assistant Agricultural Commissioner/Director of Weights and Measures*

DATE: *March 27, 1996*

SUBJECT: *Departmental Transition Plan*

In response to Larry Del Carlo's letter dated November 1st, 1996, the following items have been completed at the Alemany Farmer's Market.

Signs and Identification	*Complete*
Curb ramp Installation (4) Locations	*Complete*
Lower Pay Telephone	*Complete*
Leveling Platform at Telephones	*Money Work Ordered to DPW. Waiting for Weather to Clear to Pour Concrete. Completion Date May 1996.*
Upright Parking Signs	*Disability Signs Placed on Order With Parking and Traffic. Projected May 1996 Completion*

California Academy of Sciences

Building Operations

Date: January 3, 1997

To: Paul Imperiale, Citywide Disability Coordinator

From: Joe Brennan, California Academy of Sciences ADA Coordinator

Subject: Academy Transition Plan

Transition Plan Comments were forwarded to me for inclusion in updating our Transition Plan. The comments appear, by their reference to item numbers, to be in response to our Transition Plan dated December 21, 1994. We submitted a plan with updates dated March 28, 1996 which I have updated to current and am submitting dated January 3, 1996.

Some of the comments are not answered in the transition plan as they are not particular to one of the listed items in the plan. Those comments are about assistive listening systems and adequate number of spaces in the Auditorium for wheelchairs.

We have **Phonic Ear** assistive listening systems hardwired into both the Morrison Auditorium and the Morrison Planetarium. Since these systems are wired in they are not portable and available for use in other rooms in which we might hold a public meeting.

Wheelchair seating in the Planetarium is handled by the ushers who are always present when the audience is entering. There are four radial aisles that lead to exits and four more that do not. Chair parking is designated anywhere in the four non-exit aisles with companion seating adjacent.

Wheel chair seating in the Auditorium is currently provided in two locations where regular seats have been removed and the resulting spaces designated by signs as wheelchair parking.

Thank you , I am available for clarification , verification, tours etc.

Joe Brennan
Director of Operations & ADA Coordinator
California Academy of Sciences
Golden Gate Park
San Francisco, California 94118
Tel: 750-7071
FAX: 750-7013
Internet: jbrennan@calacademy.org

CALIFORNIA ACADEMY OF SCIENCES
TRANSITION PLAN
COMPLIANCE WITH ACCESSIBILITY REQUIREMENTS IN PUBLIC SPACES
March 28, 1996

CATEGORY I

	DESCRIPTION	STATUS\ACTION
1.	Entrance doors, Wattis and Main Entrance entrance doors pull force doors, excessive opening force required	This is an on going maintenance item. We plan to install an automated opener on one of the three sets by the Summer of 97 at the estimate cost of $5000 each. Adjusting the opening force of closers is a scheduled maintenance item
2.	Ticketing and Membership counters, Herbst Portico (Main Entrance), 34" maximum height transaction surface not provided	Continue to provide alternative clipboards for facilitation, staff training ongoing
3.	Floor finish, travertine and terrazzo, Herbst Protico, Cowell Hall Cafe and corridor, slip coefficient	Drag test passes but wet weather is the problem. Custodial Staff respond by mopping. We are investigating changes to a better water walk-off system than the existing co-co mats. May cost $3000 to $5000
4.	Planetarium, Entrance Doors too Narrow	Install new 3-0 x 7-0 pairs of doors with compliant hardware and closers; to be identified in CAS 96/97 capital budget estimated cost $11,000
5.	Wattis Entrance, Ticketing Counter, Excessive reach and no 34" transaction surface	Alternative facilitation training ongoing;clipboards available
6.	Library, 2nd Floor, Existing Aisle Widths too narrow	Alternative facilitation; Librarian on duty during all open hours Planning and training ongoing
7.	Library, 2nd Floor, Card Catalogues too high	On-Line card catalog superceded this concern
8.	Public Floor, Various Locations, Door Hardware not accessible type	Inventory actual locations where inaccessible hardware affects public use; change with in-house staff, Summer 1997. Cost may reach $1000.00

CATEGORY II

9.	Steinhart Aquarium, Area behind Swamp Inaccessible; needs ramp	Entire floor to be raised to eliminate stairs during Seismic upgrade and renovation; GO Bond scheduled for voters

10.	Steinhart Aquarium, Main Entrance, Hand Rails Require extension beyond Treads	Include modification in Bond Project, vote 1995.

CATEGORY III

11.	Elevator, to Library and Junior Academy, not accessible	Upgrade of car call buttons, bell annunciation, door closing speed to be included in CAS CIAC 96/97 budget request, currently program is accessed through this elevator; enlargement of car and structural alteration of hoistway would be undue financial hardship: estimates of $100K to fix. BioDiversity Center on main floor is access to Library as well.
12.	Cafe Stair, Cowell Hall, no handrails	Funding source needs to be determined; CAS CIAC Budget request 96/97.
13.	Auditorium, No Access to Stage	Investigating possible location for lift at stage; identified possible source of funding CAS CIAC budget request 96/97

CATEGORY IV

14.	Fish Roundabout, Ramp slope too steep, No Intermediate Landing	Cannot be altered without destroying program. Previous variance granted by Office of State Architect; Appear before Access Appeals Board, January 1995. Exemption granted 1-11-95.

The responsibility for carrying out this plan rests with the Academys' Director of Operations and ADA Coordinator, Joe Brennan, (415) 750-7071.

APPROVED FOR CALIFORNIA ACADEMY OF SCIENCES:

Judy Prokopyk
Executive Director - Acting

J. Brennan
ADA Coordinator

NOTE ON DEFINITION OF CATEGORIES;

Category I: In-house resolution, training and /or maintenance will abate condition.

Category II: Bond measure work on Steinhart Aquarium will abate condition.

Category III: Funds requested from CIAC to abate condition.

Category IV: Conditions that are exempted or otherwise in legal non-conformity.

revision 1/03/97
adatrans.pln3

City and County of San Francisco

Adult Probation Department
Hall of Justice

ARLENE M. SAUSER
Chief Adult Probation Office

January 3, 1997

Mr. Paul Imperiale
Citywide Disability Coordinator
401 Van Ness Avenue, Room 402
San Francisco, CA 94102

Dear Mr. Imperiale:

This letter is in response to the comments from the Disability Council as per your Memorandum of December 18, 1996.

The plan states "the Chief Probation Officer and/or her designees are responsible for the implementation of the plan". Who, specifically, is this person.

1. **The person responsible is Laura Bernabei, the Personnel Manager.**

The second item listed says "place proper signage in receptionist room and cashier room". What barrier is this overcoming?

2. **There is a cost involved and it is to be budgeted.**

The third time concerns a sign that the door will remain open during business hours. How does this relate to accessibility and what is the barrier this corrects?

3. **The sign at the door indicating that the door will remain open during business hours has been done.**

Final time concerns a list of telephone numbers in Braille. What is the barrier this is alleviating? The completion date for this item list Spring 1994, yet the plan was completed in February 1995. What is the new completion date?

4. **The names of Probation Officers and their numbers change monthly. It is not practical to change it monthly so instead we plan to get a sign that will instruct people from whom to obtain that information. There is a cost involved and it is to be budgeted.**

Does this department have a T.D.D.?

5. **Yes.**

Are all the doors where the public might go 32 inches wide?

6. **Yes.**

Do all the doors have lever handles?

7. **No. We are tenants of the building and will follow the lead from the Police Department and help in any way we can.**

All items needing Braille list Spring 1994 as the completion date and that cost estimates are being obtained or the work is in the process. What is the final completion date on these items?

8. **We are looking at the costs of said items and will purchase in this fiscal year if the budget allows.**

If you have any additional questions, please do not hesitate to call me at (415) 553-1689.

Sincerely,

LAURA E. BERNABEI
Personnel Manager